

Deep Clean & Initial Reset checklist

A top-to-bottom clean for a first visit, a post-construction handover, an occupancy change, or a periodic reset. This clears buildup that routine janitorial work never reaches.

Restrooms

- ☐ Deep clean and disinfect toilets, urinals, sinks, countertops and plumbing fixtures
- ☐ Detail grout lines, baseboards and the areas behind and around fixtures
- ☐ Razor scrape and polish mirrors and glass where needed
- ☐ Remove buildup from dispensers and hardware
- ☐ Full floor scrub and disinfect, including edges and corners
- ☐ Trash removal and liner replacement

Offices & conference rooms

- ☐ Detailed dusting of all surfaces, including low-use and overlooked areas
- ☐ Wipe desks, chairs, filing cabinets, shelving and the exteriors of electronics
- ☐ Clean door frames, door edges and light switches
- ☐ Interior glass cleaning where applicable
- ☐ Baseboard cleaning throughout
- ☐ Vacuum carpet with edge detailing, or wet mop hard floors

Hallways & common areas

- ☐ Spot clean walls, doors and high-traffic touchpoints
- ☐ Detailed dusting of vents, ledges and trim within reach
- ☐ Deep vacuuming or mopping including corners and transitions
- ☐ Trash removal and liner replacement

Break rooms & kitchenettes

- ☐ Interior and exterior cleaning of the microwave and refrigerator where empty
- ☐ Degrease and disinfect countertops, sinks and backsplashes
- ☐ Detail tables, chairs and cabinet exteriors
- ☐ Floor scrub and disinfect

Free estimates anywhere in Indiana. Every job is quoted at a firm written price after a free assessment.