

Great Memories Vacation Rentals
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Weekly Cleaning/Changeover (13456), Sys ID 41008568

58 Mulberry Drive, Urbanna VA, 23175

Job ID	13456	Product	Cleaning & Changing Checklist	Dispatched Date	Due Date	6/3/2015
Order #	13456	Custom				
Service Type						
Instructions						
Property Note						
Map Address						

Property Exterior

Property free of property and debris	Yes	External lights working/ bulbs replaced	Yes	Patio/deck furniture clean and neatly ar	Yes
External windows cleaned if needed?	Yes	BBO functioning/clean/valves off?	Yes	Recreational equipment clean and stored?	Yes

Kitchen

Light Bulbs/Outlets working	Yes	Surfaces wiped down and cleaned?	Yes	Floors cleaned?	Yes
Sinks/Drainboards cleaned?	Yes	Dishwasher clean and empty?	No	Cookware/plates/utensil clean and stored	Yes
Fridge/Freezer functioning and clean?	No				

Bedrooms

Vacuum/sweep floors?	Yes	Check under bed/furniture items lost?	Yes	Cleaned surfaces?	Yes
Lamps/clocks/fans working correctly?	Yes	Beds stripped and remade?	Yes	Thermostats set to appropriate level?	No

Bathrooms

Light Bulbs/Outlets working	Yes	Clean all surfaces	Yes	Bath/sink clean and free of debris?	Yes
Toilet bowls cleaned/disinfected?	Yes				

Lounge/Dining Room/Dining Area

Light Bulbs/Outlets working?	Yes	Vacuum/Sweep floor thoroughly?	Yes	Furniture/decorations neatly arranged?	Yes
Books/Magazines, etc. neatly arranged?	Yes	TV/Satellite/Video working properly?	Yes	Remote controls working correctly?	Yes
Fireplace clean/debris free?	Yes	Property Guide easily visible?	Yes		

Miscellaneous

Garbage taken out?	No
Note	House is in good condition. Need minor improvement on cleaning.

Job Pictures for *Weekly Cleaning/Changeover*



13456-001



13456-002



13456-003



13456-004