



Standard Cleaning Tasks

All Areas

- ◆ Dust surfaces
- ◆ Dust and hand wipe furniture top
- ◆ Dust baseboards, chair rails, and door panels
- ◆ Dust ceiling fans
- ◆ Dust blinds, window sills, and lock ledges
- ◆ Dust furniture
- ◆ Dust picture frames
- ◆ Dust lamps and lampshades
- ◆ Dust and clean mirrors
- ◆ Vacuum carpets
- ◆ Vacuum and damp mop floors
- ◆ Empty all trash

Bathrooms

- ◆ Dust surfaces
- ◆ Dust blinds, window sills, and lock ledges
- ◆ Dust cabinets, door panels, and baseboards
- ◆ Clean and disinfect surfaces
- ◆ Clean, disinfect, and shine showers and tubs
- ◆ Spot clean cabinet fronts
- ◆ Clean and disinfect toilets inside and out
- ◆ Clean and disinfect door knobs and switch plates
- ◆ Shine fixtures
- ◆ Vacuum and damp mop floors
- ◆ Empty trash

Kitchen

- ◆ Dust surfaces, blinds, window sills, and lock ledges
- ◆ Dust chair rails, cabinets, door panels, and baseboards
- ◆ Dust top of refrigerator
- ◆ Clean and disinfect counter tops
- ◆ Spot clean cabinet fronts
- ◆ Clean and disinfect door knobs and switch plates
- ◆ Clean and disinfect microwave (inside and out)
- ◆ Clean and disinfect sink
- ◆ Clean, disinfect, and shine outside of oven and top of range
- ◆ Clean, disinfect, and shine outside of dishwasher
- ◆ Clean, disinfect, and shine outside of refrigerator
- ◆ Clean and disinfect kitchen table
- ◆ Vacuum and damp mop floors
- ◆ Empty trash

Bedrooms

- ◆ Dust surfaces
- ◆ Dust and hand wipe furniture tops
- ◆ Dust furniture
- ◆ Dust baseboards, chair rails, and door panels
- ◆ Dust blinds, window sills, and lock ledges
- ◆ Change sheets (upon request)
- ◆ Vacuum carpets
- ◆ Vacuum and damp mop floors
- ◆ Empty trash



Deep Cleaning Tasks

Everything included in the Standard cleaning, plus:

- ◆ Damp wipe baseboard and window sills
- ◆ Damp wipe door panels and frames
- ◆ Vacuum upholstered furniture
- ◆ Remove Cobwebs
- ◆ Deep clean blinds
- ◆ Wipe out and sanitize all interior trash cans
- ◆ Damp wipe cabinet and drawer doors inside and out
- ◆ Laundry (two loads)

Side Add ons

May be added to either Standard or Deep Clean

- ◆ Carpet shampooing
- ◆ Carpet spot removal
- ◆ Cleaning inside cabinets
- ◆ Degreasing stovetop hood
- ◆ Dishwasher cleaning
- ◆ Freezer(s) cleaning
- ◆ Laundry
- ◆ Oven cleaning
- ◆ Porch or Patio cleaning
- ◆ Refrigerator cleaning
- ◆ Shower curtain cleaning
- ◆ Small appliance cleaning
- ◆ Tile grout cleaning
- ◆ Vent cover cleaning
- ◆ Wash, fold, and put away laundry
- ◆ Window cleaning (interior)
- ◆ Window washing (exterior - ground floor only)

A Fine Job, LLC

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Notes about this week's (or next week's) cleaning:

Supplies (Things we need for next time):

WORK HOURS

My normal workdays are Monday - Thursday 8 AM - 4 PM and Friday 8 AM - 2 PM. I do work from a schedule and recommend the same time and weekday for your cleaning to create consistency and convenience for us both.

ALARM SYSTEMS & KEYS

It is not necessary to be at home while I'm there cleaning. If you have an alarm, make sure I have a key code so I can disarm the alarm when I arrive and set it again when I leave. I'll need to know where you keep your house key.

RESCHEDULING

At one point or another, for whatever reason, either you or I will need to reschedule a cleaning. Please call, text, or email as soon as you know there is a conflict and we'll do our best to reschedule your cleaning at the next earliest convenience. I will offer the same courtesy to you.

SICK POLICY

If you or your children get sick with a contagious illness (i.e. covid, the flu, a cold, pneumonia, etc.) please call and reschedule your cleaning. Even though I disinfect your house, it is possible that I might transport germs to the next house or become sick myself. To be fair to all customers, I prefer to wait until you and your family are well again. On my end, I may call in sick as well to protect you and your family.

SATISFACTION

We aim to please! If, for any reason, you are not 100% satisfied, please call us at 337-306-4543 and we will do our best to resolve your concerns.

PAYMENT

Credit/Debit is accepted through square. An invoice will be sent to you via text message and/or email. Cash or checks are also accepted and may be left on the kitchen counter.

(Client Signature & Date)

(A Fine Job Representative Signature & Date)

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