



Orlando Village

CLEANING CHECKLIST

Please use the checklist to make sure that you do not incur any cleaning charges

Bedroom

- ☐ **RUBBISH AND UNWANTED ITEMS**
Dispose of these in the bins provided in the bin store.
- ☐ **FLOOR**
Clean and vacuum your carpet, including under your bed.
- ☐ **SURFACES AND FURNITURE**
Wipe down with a clean, damp cloth; this includes the desk, bookshelf, wardrobe, sink, windowsill and skirting board.
- ☐ **NOTICE BOARD**
Remove all items and pins.
- ☐ **WARDROBE**
Remove all hangers.
- ☐ **WALLS AND CEILING**
Remove all marks with a clean, damp cloth.
- ☐ **PERSONAL BELONGINGS**
Remove and leave room clean and empty.

Kitchen

- ☐ **CLEAR BELONGINGS**
Remove/pack all personal items. This includes food, electrical items and kitchen wear.
- ☐ **RUBBISH AND UNWANTED ITEMS**
Dispose of these in the bins provided in the bin store.
- ☐ **CUPBOARDS/STORAGE**
Empty and thoroughly clean inside and out, ensuring all grease marks are removed.
- ☐ **SURFACES AND FURNITURE**
Wipe down with a clean, damp cloth: this includes worktops, walls and cupboard doors.
- ☐ **MICROWAVE**
Clean inside and out.
- ☐ **FRIDGE/ FREEZER**
Empty of all your food.

Bathroom

- ☐ **RUBBISH AND UNWANTED ITEMS**
Dispose of these in the bins provided in the bin store.