CLEANING CONTRACT FOR
COMMON AREAS

In the event that roommates are leaving at separate times, it is strongly encouraged that all roommates discuss who will be responsible for cleaning of the common areas, and place their initials next to the task. If the RA documents damages or cleaning charges, this contract will be used to assist the Property Manager assess charges to the appropriate resident.

Living room
• __________ Wipe down outside and inside of front door, remove all stickers
• __________ Sweep and mop tile entry
• __________ Clean window, sill and blinds of all dust
• __________ Wipe down sofa and chair
• __________ Dust and/or wipe table tops
• __________ Vacuum carpet
• __________ Remove and clean light fixture cover, replace
• __________ Replace any burnt out bulbs (available at Summit Hall and Horizon Hall Offices)

NOTES:

Kitchen
• __________ Sweep and mop tile to include under stove and refrigerator
• __________ Remove all items from cabinets and refrigerator
• __________ Clean inside as well as outside of all cabinets
• __________ Wipe off counter top
• __________ Thoroughly clean stove top, drip pans, vent hood and oven. Making sure sides of stove are free of dirt and grease
• __________ Wipe out the inside of refrigerator, to include freezer. (Use an all purpose cleaner such as 409, or mild soap and water)
• __________ Wipe down outside of refrigerator including sides and dust in back

NOTES:

Bathroom
• __________ Sweep and mop all tiled areas
• __________ Wipe counter
• __________ Scour sinks with Comet or Ajax powder
• __________ Clean mirrors
• __________ Clear out drawers and under cabinets and wipe down with mild detergent
• __________ Replace any burnt out bulbs
• __________ Scrub toilet and shower- Remember that Comet may have to set on shower bottom for ½ hour to loosen any ground in dirt

NOTES:

Resident A Name: __________________________ Signature __________________________
Resident B Name: __________________________ Signature __________________________
Resident C Name: __________________________ Signature __________________________
Resident D Name: __________________________ Signature __________________________