

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 _____