



Mrs. Sparkle Cleaning Co.

Quality Assurance Checklist • 314-723-2041

SIGNATURE SHINE — STANDARD MAINTENANCE

Client Name: _____ Date: _____ Clean Tech(s): _____

ALL AREAS & LIVING SPACES

- Dust all high and low accessible surfaces
- Dust horizontal blinds, window sills, and lock ledges
- Dust furniture tops and visible outer structures
- Dust picture frames, knick-knacks, and wall decor
- Dust table lamps, desk lamps, and lampshades
- Dust ceiling fans and overhead light fixtures (within reach)
- Remove visible cobwebs from high corners and ceiling lines
- Dust and spot-clean mirrors and interior glass accents streak-free
- Clean and sanitize high-touch entry door knobs and light switch plates
- Vacuum upholstered furniture cushions and seating surfaces
- Vacuum all carpeted floor areas and area rugs thoroughly
- Vacuum and damp mop hard surface flooring
- Empty all living space trash bins and replace liners

KITCHEN AREA

- Clean, sanitize, and wipe down countertops and backsplashes
- Scrub, clean, and disinfect kitchen sink and faucet hardware
- Clean and sanitize microwave completely inside and out
- Wipe down, sanitize, and shine outside of oven and top of range
- Wipe down and polish exterior face of dishwasher
- Wipe down, clean, and shine exterior face of refrigerator
- Clean and sanitize kitchen tables, chairs, and external counters
- Vacuum and damp mop kitchen floors
- Empty kitchen trash bin and replace bag

BATHROOM FACILITIES

- Dust high/low bathroom borders and mirror vanity light bars
- Clean, scrub, and thoroughly disinfect vanity countertops and basins
- Clean, scrub, remove film, and disinfect showers and bathtubs
- Clean, sanitize, and disinfect toilets completely inside and out

- Polish all chrome, stainless steel, and plumbing fixtures shiny
- Vacuum and damp mop bathroom floor tiles/linoleum
- Empty bathroom trash containers and wipe exterior

BEDROOM SPACES

- Dust flat horizontal surfaces, shelving, and frames
- Dust bedroom dressers, nightstands, and headboards
- Vacuum all carpeted areas including deep edges
- Vacuum and damp mop hard floor bedroom areas
- Neatly make beds or change linens (Inclusion upon request)
- Empty bedroom trash receptacles

Quality Notes & Observations:

Tech Signature: _____

Client Verification: _____

Thank you for choosing Mrs. Sparkle! Visit us online at www.MrsSparkleSTL.com