

CHECKLIST FOR CLEANING

Sunroom and dining room:

- Wipe off table top and seats of chairs
- Put on a clean cloth tablecloth (sunroom) from drawer in hutch or wipe off vinyl tablecloth (dining room)
- If needed, replace soiled placemats with clean ones from hutch
- Wash and dry soiled cloth tablecloth and/or placemats and put in drawer in hutch
- Dust hutch and window sills
- Clean glass on patio door if smudges from fingerprints or dog paw prints/noses
- Sweep and mop floor

Kitchen:

- Wash and dry all soiled dishes, silverware, pans, etc. and put them away
- Wipe off countertops
- Remove all food from refrigerator and wipe out the inside
- Clean stove top, including under the burners
- If you used the oven, make sure it's as clean as it was when you found it
- Clean the inside and outside of the microwave oven
- Wash out coffee pot and coffee grounds basket
- Wipe off the toaster
- Clean sink
- Clean and put away dish drainer (under the sink)
- Wash and dry any soiled dish towels or dishcloths and put in kitchen drawer
- Put out a clean, folded dishtowel on countertop
- Sweep and mop floor

Living room and hallway to bedrooms/bathroom:

- Clean ashes out of fireplace and put in ash can outside the patio door. Replace lid on can. Sweep hearth.
- Dust furniture, TV, lamps, window sills
- Dust red railing
- Vacuum carpet (if dogs were there, please vacuum the cloth furniture to remove any dog hair)
- Clean glass on patio door if smudges from fingerprints or dog paw prints/noses

Bathroom:

- Clean bathtub and shower walls
- Spread shower curtain out so that it can dry (a clean shower curtain is available in bedroom closet if necessary)
- Shake or vacuum bath rugs. (If needed, a clean set is in bedroom closet.)
- Clean toilet inside and out
- If needed, put out another roll of toilet paper
- Clean sink
- Remove any soiled towels and replace with clean towels/hand towel for next guests
- Wash and dry any soiled towels and put in storage area in bedroom closet

Bedrooms:

- Dust dressers and night stands
- If you used the beds with bedding, change sheets and make beds (clean sheets inside bedroom closet)
- Wash and dry any soiled bedding and put in bedroom closet shelves (inside door)
- Clean floors with dust mop

Trash:

- Empty all trash containers. Put a clean trash bag in the kitchen trash can.

During rental season, the bear-proof container is for paying tenants. Please take your trash home with you so that the container is empty and ready for the next tenant.

There should be adequate cleaning supplies in the bedroom closet, under the bathroom sink, or under the kitchen sink. If not, please notify Donna Koehler and she will arrange to replenish them. Brooms and mops are behind the kitchen door. If you follow this checklist, Range Realty or next family in will find the cabin in great shape and no additional cleaning will be needed.

Donna's contact info: Cell 303-594-8150; Email: donnaraekoehler@gmail.com

THANKS!