



## EXTERIOR



### REPLACE, REPAIR AND/OR PAINT ANY DAMAGED:

- Plaster
- Wood siding
- Trim
- Rain gutters
- Shutters
- Doors
- Window frames
- Glazing
- Screen
- Hardware
- Fences/gates
- Outdoor lighting

### CLEAN/WASH:

- Sliding
- Windows
- Screen
- Outdoor BBQ
- AC unit
- Pool/spa
- Clean around service area/trash cans
- Haul away rubbish
- Straighten woodpile
- Repair leaky faucets
- Clean up pet dropping
- Paint or varnish doors

- Make sure doorbell/knocker works
- Paint or replace street numbers on house
- Make sure septic tank is odor free
- Clean oil stains from driveway/street
- Patch reseal driveway

### PUT 100 WATT LIGHTBULBS IN:

- Porch lights
- Carport
- Garage

## LANDSCAPING



### MAKE SURE TO:

- Mow/edge lawn regularly
- Aerate/feed lawn
- Overseed bare spots in lawn
- Water lawn regularly
- Remove/replace dead plants
- Prune overgrown/diseased/damaged shrubs
- Prune or remove shrubs/trees blocking window view
- Stake up any sagging trees
- Keep flower beds free of weeds
- Trim around base of wall and fences
- Replace any broken stepping stones
- Adjust any sprinkler system
- Install fences or shrubs to hide any unsightly views

### REPAIR OR REMOVE ANY BROKEN OR DAMAGED LANDSCAPE ACCESSORIES SUCH AS:

- Fences
- Walls
- Gazebos
- Fountains
- Trellises or planters



## ALL ROOMS



### CLEAN ESPECIALLY AROUND:

- |   |   |
|---|---|
| <input type="checkbox"/> Doors  | <input type="checkbox"/> Clean ceiling light fixtures       |
| <input type="checkbox"/> Windows  | <input type="checkbox"/> Check for cobwebs in all corners   |
| <input type="checkbox"/> Light switches   | <input type="checkbox"/> Fix any scratches in wooden floors |
| <input type="checkbox"/> Baseboards   | <input type="checkbox"/> Replace worn/broken flooring       |
| <input type="checkbox"/> Chair rails  | <input type="checkbox"/> Remove or replace worn carpet      |
| <input type="checkbox"/> Wash laced curtains and have draperies cleaned                               | <input type="checkbox"/> Use area rugs where needed         |
| <input type="checkbox"/> Remove or pull back dark curtains  | <input type="checkbox"/> Empty wastebaskets                 |
| <input type="checkbox"/> Lubricate windows slides (soap for wood silicon or a candle stump for metal) | <input type="checkbox"/> Make the beds                      |
| <input type="checkbox"/> Lubricate doors if necessary   | <input type="checkbox"/> Fluff the pillows                  |

## KITCHEN



### CLEAN/WASH:

- |  |   |
|--|---|
| <input type="checkbox"/> Keep dishes and food out of sight       | <input type="checkbox"/> Eliminate cooking odours                                 |
| <input type="checkbox"/> Clean appliances                        | <input type="checkbox"/> Deodorize garbage disposal, dishwasher, and refrigerator |
| <input type="checkbox"/> Clean range hood, including light bulbs | <input type="checkbox"/> Repair faucets   |
| <input type="checkbox"/> Clean behind appliances                 | <input type="checkbox"/> Put fresh shelf paper in cabinet                         |
| <input type="checkbox"/> Keep floor clean                        | <input type="checkbox"/> Organise cupboards                                       |
| <input type="checkbox"/> Clean light fixtures                    | <input type="checkbox"/> Clean under sink   |
| <input type="checkbox"/> Make sure all electrical outlets work   | <input type="checkbox"/> Replace garbage disposal gasket to reduce noise          |

## BATHROOMS



### KEEP THEM SPOTLESSLY CLEAN

- |  |  |
|--|--|
| <input type="checkbox"/> Shine mirrors   | <input type="checkbox"/> Remove stains from porcelain sink/tub/toilet                      |
| <input type="checkbox"/> Keep wastebasket empty/clean                                    | <input type="checkbox"/> Replace shower curtain  |
| <input type="checkbox"/> Clean out cabinets and remove nonessentials                     | <input type="checkbox"/> Clean title grout   |
| <input type="checkbox"/> Keep fresh, clean towels on towel racks                         | <input type="checkbox"/> Make sure toilet flushes properly; replace mechanism if necessary |
| <input type="checkbox"/> Clean shower door – if sliding door, keep track well lubricated | <input type="checkbox"/> Clean exhaust fan, heater; replace if broken or noisy             |
| <input type="checkbox"/> Remove soap residue, mildew and mold from sink/tub/shower       |  |



## CLOSETS



- Keep closet clean and free of clutter
- Throw out or pack away nonessentials
- Adjust/repair sliding doors
- Lubricate sliding door hardware paint, if needed.

## BASEMENT



- Eliminate any signs of dampness
- Check for and eliminate cracks

## HEATING/AIR CONDITIONING UNIT



- Vacuum
- Replace filter
- Clean intake vent
- Remove any stored items

## LAUNDRY AREA



- Clean out area behind washer/dryer
- Eliminate any mildew odours

## GARAGE / CARPORT / SHED



- Install 100-watt light bulb
- Keep area clean/uncluttered
- Hang up/put away any cobwebs
- Remove oil/paint stains from floor
- Adjust tension rod to eliminate sag from overhead garage door
- Lubricate/adjust/repair garage door opener
- Paint if needed