

CLEANING CHECKLIST

This checklist may assist to maximise your Bond refund.

To assist when cleaning it may be helpful to refer to a general definition of 'clean'.

'Clean' is any area or item that cannot be enhanced with a cleaning product.

Inside the Property

- Walls - please clean off any dirty marks, removable scuff marks, finger or food marks etc.
- Ceilings - please remove any cobwebs.
- Ceiling mould - please clean off (particularly in wet areas and sometimes in bedrooms).
- Light fittings - clean off dust and remove any dead insects inside the fittings
- Ceiling fans - wipe fan blades and tops of fittings to remove dust build up.
- Skirting boards - wipe down with a damp cloth.
- Doorways, doors - wipe off finger marks and any other removable marks and also door frames.
- Windows - clean inside and out. Please note - nearly all modern sliding aluminium windows can be lifted and pulled out for easy cleaning. Also sills and runners (wipe out dust build up and any dead insects. A vacuum cleaner and paint brush can really help here).
- Flyscreens - brushed and dusted down. Please be aware, most modern sliding aluminium windows allow for the flyscreens to be taken off from the inside only, once the sliding part of the window has been moved first. Attempting to take them off from the outside may result in damaging them.
- Screen doors - front and back including frames – wiped clean and screen wire brushed.
- Stoves - clean stove top, control display, knobs, panels around knobs, any pull out or in-built drip trays, griller racks, trays and any inserts, oven racks, trays and oven bottom, walls and oven roof. A good oven cleaner will clean most ovens - however it is of importance that you read carefully the instructions on the product. Some cleaners can actually hinder oven surfaces (like stainless steel), and also some products have dangerous caustic fumes. Therefore, use with extreme caution!
- Kitchen range hood - clean pull out filters and framework.
- Bathroom - clean sink, mirror, cabinet, vanity unit and drawers, shower recess, glass screen and screen doors, bath and wall tiles. Please ensure both the sink and bath has a plug available.
- Toilet - clean cistern, seat, bowl inside and also outside around the base. Don't forget the skirting tiles around the toilet.
- Laundry - clean both the inside and outside of the wash tub, and underneath. Please ensure a plug is present.
- Tiling - make sure all tiling and grouting to the kitchen, toilet, bathroom and laundry areas are clean.
- Exhaust - vents and Fan Covers are to be clean of any dust and dirt.
- Air-conditioners - front vents and filters cleaned of built up dirt. Modern systems (Wall Type) - filters easily pull out and can be brushed down with a hand brush. If there is a ducted reverse cycle air-conditioner unit, the air intake filter should be cleaned. This is usually on the ceiling in the passage area.
- Air-conditioning ceiling duct vents - please clean down if dusty or dirty.
- Light Switches & Powerpoints - please clean off any dirty marks, removable scuff marks, finger or food marks etc.

- Cupboards/drawers - please clean/wash inside and out. Also doors and door frames, front and back of doors need to be cleaned.
- Curtains - wash any washable curtains and netting. If other curtains are visibly dusty or dirty, consider dry cleaning.
- Blinds - if you have venetian blinds, clean off the blind slats. Any other type of blinds should be able to be wiped down.
- Floors - floors to be mopped/washed if needed - please ensure corners and hard to get areas are also cleaned.
- Carpets - please ensure the carpets are professionally cleaned. Be aware that using cheap 'do it yourself' carpet cleaning hire machines may initially save on cost, but in the long run may cost you a lot more as they generally do not have the power to get carpets properly clean. This can result in professional carpet cleaning still required after you have paid to hire a machine as well!

Outside the property

- Lawns - freshly mowed and edged (best done a couple of days before the tenant takes possession).
- Gardens - remove any weeds, any rubbish and built up leaves etc.
- Guttering - please ensure that the gutters are freshly cleaned of any dirt/silt and leaves/twigs.
- Rubbish - remove any rubbish that you have placed at the property. Be sure to check behind sheds, under shrubs and trees. This includes lawn clippings piled and compost left.
- Paths - Sweep paths and paving areas.
- Oil spillage removal – check and clean carport and garage floors, paths and driveway. If you have used a barbeque, check for any grease spots and spillages etc.
- Cigarette butts - if there are cigarette butts lying around - please pick up and remove.
- Garages and tool sheds - please remove any items from inside and behind garages and tool sheds that belong to you, including rubbish.

If you have a pet

- Pet droppings - please remove from gardens, lawns and any out of the way areas. Please dispose of in the bin – please do not bury them.
- Dog urine - remove/clean where your pet may habitually urinate (Base of walls, verandah posts etc.)
- Dog stains - to outside walls. Check where your dog regularly lies down, there might be 'tell tale signs' on walls etc.
- Dog/Cat claw damage - check screen doors, flyscreens and curtains. Please replace the screen wire if required.
- Dog chew damage - please ensure watering systems are free of dog chew damage and are repaired accordingly.
- Pet hair - please ensure any visible pet hair inside is removed. Fumigation - if your lease stipulates fumigation, please ensure this is arranged.

Some Handy Cleaning Tips:

Cleaning Window Tracks:



All you need is bi-carb soda, vinegar and a toothbrush. Simply, cover your tracks with bi-carb soda, add a little vinegar and leave for a few minutes. Next, grab your toothbrush and scrub, working the gunk to the middle. Remove with a paper towel. Finish by wiping the surface with an old cloth.

Voila, your window tracks are clean

Cleaning Rangehood Filters:

Carefully take out the filter from the rangehood. Most filters are easy to remove and simply pop out from under the hood.

Fill a sink with boiling water, baking soda and dish soap - Make sure you have a large enough sink or bucket and fill with hot, soapy water, then add dish soap and 1/4 cup baking soda.

Submerge greasy filters in water. Let the filters soak for 10 minutes in the hot water solution.

Scrub the filters - If necessary, and your filters are beyond greasy, use some elbow grease and a scourer or dish brush to scrub away at the filters.

Place into dishwasher on a hot cycle - Place the filters into the dishwasher and run on a hot cycle – a pots and pans cycle is best if your dishwasher has this function.

Allow to dry. And, hey presto – leave your filters out to dry naturally and take joy in how shiny and sparkly clean they look.



How to Clean Dirty Walls

Step 1. Cover the floor

Before you even get started with the actual cleaning take your towel or sheet and lay it on the floor, flush against the wall. You'll be using water and a sponge and this covering will make sure you don't wet your flooring or carpet while you clean.



Step 2. Brush the wall

First, check that your broom head is free of any dirt. You don't want to make the wall even dirtier as you clean it. If all looks good, use the broom to gently brush at the wall, removing any dust or cobwebs.

Step 3. Scrub the wall

Using light soapy water, gently scrub at the wall using your sponge. Pay particular attention to any stains or marks. If there's a stain

that's really hard to budge, you can use a magic eraser or scouring sponge. However, don't scrub too hard or you risk scouring away the paintwork.

Step 4. Wipe down

As a final step, take your cleaning rag and wipe down the wall to remove any dampness or soap. If you've followed the steps above, things should now be looking clean and stain free.

Step 5. Repeat as necessary

If you've used the soapy water and wiped things down with a cleaning rag but your wall still isn't clean, then it may be time to bring out the big guns. Take some sugar soap and add it to your bucket of water. Sugar soap is mildly coarse and should work as an abrasive to remove any further stains.

Cleaning your Shower Screen

5 easy steps to clean soap scum using off your shower screens just bi-carb of soda, white vinegar and microfibre cloths!

1. Dampen a general purpose microfibre cleaning cloth.
2. Spray neat white vinegar onto glass shower screen.
3. Dip slightly damp general purpose cloth into small amount of bi-carb of soda. Apply directly to vinegar area on the screen. Apply in circular motions. You will notice it will fizz. Keep going until fizzing stops. Re-apply to the rest of the screen.
4. Rinse shower screen and microfibre cloth with warm water.
5. Partly dry screen, finishing off with a glass/mirror microfibre cleaning cloth before completely dry.

Cleaning Grout on Tiles

Cleaning bathroom tile grout with water

Looking for the best way to clean tile grout? Why not start with the classic combination of warm water, a stiff bristled brush and a little bit of elbow grease. While this won't prevent mildew from reforming, scrubbing the grout in circular motions will loosen the build-up in your tile grout and ease the rest of the cleaning process.

Cleaning bathroom tile grout with baking soda

Before heading straight to the heavy duty products when cleaning your tile grout, try a natural solution to avoid filling your home with the strong fumes of chemicals.

Mix two tablespoons of baking soda with water to form a thick paste, and scrub into the grout with a bristled brush. Once all grout has been covered with the paste, spritz with a half-half mixture of white vinegar and water, and allow the combo to bubble away for the next half an hour. Repeat the process a second time over if necessary.

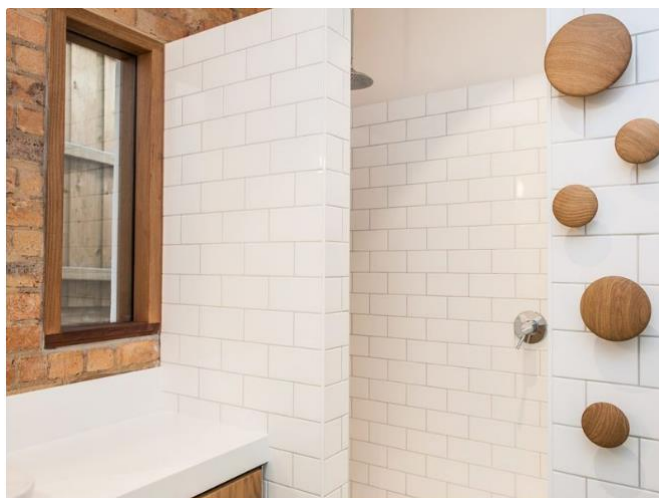
Or, upgrade your scrub mix with hydrogen peroxide in place of water if this process proves ineffective at cleaning tile grout.

Cleaning bathroom tile grout with lemon

For the next step up in cleaning power, mix together $\frac{1}{4}$ cup of borax, $\frac{1}{2}$ teaspoon lemon oil and enough liquid soap to form a bathroom tile and grout cleaner paste. Using an old toothbrush, scrub this paste into the grout with circular motions before rinsing with warm water.

Cleaning bathroom tile grout with bleach

For deep-rooted discolouration and grime, bleach might be the only answer. First ensure your bathroom is well ventilated and the bleach will only be used on white grouting. Then, dilute bleach with water and spray across the grout. Using an old toothbrush, scrub the tile grout and rinse when finished.



How to Clean your Oven:

Step 1. Prepare the oven for cleaning

A little bit of effort in the preparation stages will ensure your oven cleans like a dream.

Before starting with the cleaning, make sure the oven is turned off and cooled completely. Be careful with exposed heating components and gas burner jet

Step 2. Remove all shelving

The best way to clean oven racks is to first remove them from the unit and give them some TLC in a separate zone.

Take out all removable items like oven trays, oven racks and grills. Soak them in oven cleaner or in hot, soapy water.

Leave them to soaking while proceeding with cleaning the inside of the oven.



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Hot tip: Use a toothbrush soaked into oven solution to scrub the corners and other hard to reach places.

Step 5. Clean the oven exterior

Take a microfibre cloth and get to cleaning the oven glass, along with any knobs and hobs.

Remove them if possible and clean them separately with the oven solution and a rag. You can clean the non-removable knobs with a toothbrush

You can use the oven right after you clean it. Just heat it up to a maximum level and leave it for at least 10 minutes before cooking.