



**Sophia's Cleaning Service**  
Servicing Townsville

Name:
Address:
Start Date:
Day, Time, Frequency:

	REGULAR CLEAN	*EXTRAS
<b>KITCHEN</b>	<input type="checkbox"/> Benches <input type="checkbox"/> Splashback <input type="checkbox"/> Tap and Sink <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Range hood <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Walls <input type="checkbox"/> Oven <input type="checkbox"/> Cooktop
<b>DINING</b>	<input type="checkbox"/> Furniture (dusting, wipe down) <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Other:
<b>LIVING ROOM</b>	<input type="checkbox"/> Furniture (dusting, wipe down) <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Other:
<b>BATHROOM 1</b>	<input type="checkbox"/> Shower Recess <input type="checkbox"/> Shower Screen <input type="checkbox"/> Bathtub <input type="checkbox"/> Toilet <input type="checkbox"/> Sink and Taps <input type="checkbox"/> Mirror <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Windows - Glass, Slides, Frame and Sills.
<b>BATHROOM 2</b>	<input type="checkbox"/> Shower Recess <input type="checkbox"/> Shower Screen <input type="checkbox"/> Bathtub <input type="checkbox"/> Toilet <input type="checkbox"/> Sink and Taps <input type="checkbox"/> Mirror <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Windows - Glass, Slides, Frame and Sills.
<b>BEDROOM 1</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Change bedding	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Fan <input type="checkbox"/> Light Fittings <input type="checkbox"/> Air conditioning installations

<b>BEDROOM 2</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Change bedding	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Fan <input type="checkbox"/> Light Fittings <input type="checkbox"/> Air conditioning installations
<b>BEDROOM 3</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Change bedding	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Fan <input type="checkbox"/> Light Fittings <input type="checkbox"/> Air conditioning installations
<b>BEDROOM 4</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Change bedding	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Fan <input type="checkbox"/> Light Fittings <input type="checkbox"/> Air conditioning installations
<b>BEDROOM 5</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Change bedding	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Fan <input type="checkbox"/> Light Fittings <input type="checkbox"/> Air conditioning installations
<b>HALLWAY</b>	<input type="checkbox"/> Vacuum <input type="checkbox"/> Mop	<input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Spot Clean Walls <input type="checkbox"/> Skirting.
<b>LAUNDRY</b>	<input type="checkbox"/> Sink <input type="checkbox"/> Vacuum <input type="checkbox"/> Mop <input type="checkbox"/> Washing <input type="checkbox"/> Hanging Out <input type="checkbox"/> Ironing	<input type="checkbox"/> Windows - Glass, Slides, Frame and Sills. <input type="checkbox"/> Cupboards Interior <input type="checkbox"/> Cupboards Exterior <input type="checkbox"/> Spot Clean Walls
<b>EXTRA WINDOWS</b>		
<b>GLASS DOORS</b>		
<b>FLOORS</b>	<input type="checkbox"/> Vacuumed <input type="checkbox"/> Mopped	

## Cleaning Products

We only use low risk cleaning products. No bleaches, caustic substances, acids, hospital strength disinfections, thinners or solvents.

For the safety of staff any cleaning products you supply are to be in original containers and contain information on safe use.

The following products: General Surface Spray, Crème Cleanser, Window Cleaner, Dishwashing Liquid, Toilet Cleaner, Floor Cleaner, Laundry Powder, Laundry Liquid, Products that you usually use can be checked by staff before they use them.

### Client Signature:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**Date Plan Developed:** \_\_\_/\_\_\_/\_\_\_

### Developed by:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

### \*EXTRAS

These are usually classed as a part of Spring Cleaning, and we can include these extra's in your clean.

If you choose any extras, they will replace some parts of your Regular clean. You will need to let your cleaner know in advance about any extras you need doing.