



Maid Clean®

Client Instruction Form for Cleaners

Please advise & supply cleaner with relevant cleaning materials and equipment. Tick the jobs you would like done. Cleaner should work through list and stop when completed. DO NOT USE BLEACH.

Clients Name:	Cleaners Name:
Date:	Agreed Cleaning Hours per Week:

Hallway/Stairs/Landings	Tick	Kitchen	Tick
Sweep or Vacuum Floor		Sweep or Vacuum Floor	
Mop Floor		Mop Floor	
Dust & Wipe Skirtings		Dust & Wipe Skirtings	
Dust & Wipe Door(s)		Dust & Wipe Door(s)	
Dust & Wipe Cills		Dust & Wipe Cills	
Clean Window(s)		Clean Window(s)	
Clean Mirrors/Pictures		Clean Mirrors/Pictures	
Dust Surfaces		Dust Surfaces	
Polish....		Clean Worktops	
Other		Clean Cupboard Doors	
		Clean Inside Cupboards	
		Clean Sink & Taps	
		Wipe Appliances Exterior	
		Other	
Living Areas		Bathrooms & Toilets	
Sweep or Vacuum Floor		Sweep or Vacuum Floor	
Vacuum Chairs and Sofas		Mop Floor	
Mop Floor		Dust & Wipe Skirtings	
Dust & Wipe Skirtings		Dust & Wipe Door(s)	
Dust & Wipe Door(s)		Dust & Wipe Cills	
Dust & Wipe Cills		Clean Window(s)	
Clean Window(s)		Clean Mirrors/Pictures	
Clean Mirrors/Pictures		Dust Surfaces	
Dust Surfaces		Clean Bath/Basin & Taps	
Polish....		Clean Shower Cubicle	
Other		Clean Toilet/Bidet	
		Wipe all tiled surfaces	
		Other	
Dining Areas		Bedrooms	
Sweep or Vacuum Floor		Sweep or Vacuum Floor	
Mop Floor		Dust & Wipe Skirtings	
Dust & Wipe Skirtings		Dust & Wipe Door(s)	
Dust & Wipe Door(s)		Dust & Wipe Cills	
Dust & Wipe Cills		Clean Window(s)	
Clean Window(s)		Clean Mirrors/Pictures	
Clean Mirrors/Pictures		Dust Surfaces	
Dust Surfaces		Tidy Beds	
Polish....		Polish....	
Other		Other	
Study/Office		Ironing	
Sweep or Vacuum Floor			
Mop Floor			
Dust & Wipe Skirtings			
Dust & Wipe Door(s)			
Dust & Wipe Cills			
Clean Window(s)			
Dust Surfaces			
Other			

Other Work/Special Instructions: