



MASTER MAIDS

END OF LEASE

KITCHEN

❖ DUTIES

- Clean stove top
- Clean and wipe kitchen surface
- Rubbish disposal
- Wipe bar counter
- Vacuum kitchen
- Mop kitchen
- Clean windowsills
- Clean splashback
- Dust all surfaces
- Clean exhaust fans and filters
- Clean oven (inside and outside)
- Dust baseboards
- Wipe down counters
- Clean sink and benchtop
- Clean and polish tapware
- Polish stainless-steel surfaces
- Clean inside dishwasher
- Wipe inside and outside cupboards
- Remove cobwebs
- Clean rangehood

❖ Check

- Report any damages to the agent
- Check lights are working
- Stove, oven and rangehood in working condition
- Report any cracks on surfaces, walls and floor tiles
- Do walkover once clean is complete

BEDROOM & LIVING AREA

❖ DUTIES

- Dust all surfaces
- Clean light switches and outlets
- Vacuum carpet
- Clean floors
- Wipe windowsills/tracks
- Dust and clean doors
- Vacuum/Mop all accessible floors
- Wipe and clean aircon filters
- Remove visible marks on walls
- Spot clean any scuffs or stains on walls or doors
- Clean and vacuum upholstery (if applicable)
- Cobweb removal
- Empty bins
- Dust and wipe skirting boards

❖ Check

- Report any damages to the agent
- Check lights and aircon in working condition
- Advise agent of any belongings or valuables left behind
- Do walk over once clean is complete

BALCONY/LIFTS

❖ DUTIES

- Wipe down outdoor table and chairs
- Wipe lift call buttons and hand rails
- Sweep floor area
- Remove rubbish
- Mop surfaces where accessible

❖ Check

- Balcony damage
- Call/open and close buttons working
- Lift interior damage

BATHROOM

❖ DUTIES

- Clean toilet
- Clean shower/tub
- Wipe and clean cabinets (including inside)
- Dust and clean exhaust fans or air vents
- Scrub bathtubs and basin
- Rubbish disposal
- Hair removal in drains
- Clean and polish sink
- Wipe mirrors, and shower glass door
- Windowsills
- Wipe vanity and spout
- Remove cobwebs
- Clean showerhead

❖ Check

- Damages or wear and tear
- Fan and light switches are working
- Cracks in tiles

LAUNDRY

❖ DUTIES

- Vacuum and mop surface areas
- Wipe and clean cabinet and shelves
- Remove dryer lint
- Wipe down washing machine and dryer surfaces
- Clean sink, taps, and spout

❖ Check

- Hose damage
- Lights and power working
- Any noticeable wear and tear or damages

EXTRAS

❖ ADDED SERVICES (UPON SELECTION) AT ADDITIONAL CHARGE:

- Internal windows
- External windows
- Sliding doors windows
- Balcony balustrade
- BBQ
- Wall washing
- Pool balustrade
- Garage
- Clean blinds