



Cleaning Schedule Template

Morsell Residence / 21 Feb 2023 / Victoria Lance

Complete

Score	75%	Flagged items	3	Actions	1
Site conducted					Unanswered
Client / Site					Morsell Residence
Date and Time of Inspection					21.02.2023 08:30 PST
Inspected by					Victoria Lance
Location					245 N Oliver Rd, Wellington, KS 67152, USA

Flagged items & Actions

3 flagged, 1 action

Flagged items

3 flagged, 1 action

Audit / General Cleaning Checklist / Kitchen

Wipe the sink



Sink should be spotless



Photo 1

To Do | Assignee SafetyCulture Staff | Priority Low | Due 28.02.2023 08:46 PST | Created by SafetyCulture Staff

Wipe the sink

Audit / General Cleaning Checklist / Kitchen

Sweep the floor



Please always sweep the floor to keep it spotless



Photo 2

Audit / General Cleaning Checklist / Bathroom

Spray shower with shower mist



Other actions

0 actions

Audit

3 flagged, 1 action, 75%

General Cleaning Checklist

3 flagged, 1 action, 75%

Choose Cleaning Schedule:

Daily

Kitchen

2 flagged, 1 action, 71.43%

Wash dishes

✓

Clear and wipe the table

✓

Wipe countertops and stove

✓

Wipe the sink

✗

Sink should be spotless



Photo 1

To Do | Assignee SafetyCulture Staff | Priority Low | Due 28.02.2023 08:46 PST | Created by SafetyCulture Staff

Wipe the sink

Sweep the floor

✗

Please always sweep the floor to keep it spotless



Photo 2

Wipe up spots on the floor

✓

Take out trash

✓

Bathroom

1 flagged, 80%

Spray shower with shower mist

✗

Clean mirror

✓

Looks great! Good job



Photo 3

Wipe the sink and counter	✓
Clean the toilet bowl	✓
Wipe toilet seat and rim	✓

Completion

Other Comments

Always make sure to check cleaning equipment including the chemicals we use before leaving. If you notice that supplies are about to run out, take the initiative of refilling it or consult this with cleaning supervisor.

Supervisor's Full Name and Signature

A handwritten signature in black ink, appearing to read 'Victoria Lance'.

Victoria Lance
21.02.2023 08:49 PST

Appendix



Photo 1



Photo 2



Photo 3