

# Go digital today!

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### Title Page

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Client / Site

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Conducted on (Date and Time)



Performed by

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Location



### Tiles

Apply diluted cleaning solution on the scrubber and scrub tiles to remove dirt, hair, and stains.

✓     X

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Make sure to clean the areas in between tiles.

✓     X

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Recheck all tiles to ensure no dirty streaks are left on the tiles.

✓  X

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Wet sponge with hot water and wipe tiles to remove excess cleaning solution.

✓  X

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Wipe all surfaces with a dry cloth.

✓  X

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## Mirrors

Use a damp sponge with water only to wipe the entire area of the mirror. (Do not use glass cleaner as it may leave streaks)

✓  X

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Dry and polish the mirror with a dry cloth.

✓  X

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Check for smudges and re-wipe.

✓  X

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From a distance check the mirror for stains and marks and leave the mirror spotlessly clean.

✓  X

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Are all glass surfaces clean and shiny?

✓  X

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## Drains

Spray a small amount of cleaning solution on the drain.

✓  X

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Scrub the surface area of the drain.

✓  X

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Rinse with clean water.

✓  X

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Mop the drain cover and wipe with dry cloth to remove traces of water from the drain cover.

✓  X

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Drain holes and make sure there are no signs of dirt building or moping.

✓  X

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Signature of housekeeper/cleaner



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