<table>
<thead>
<tr>
<th>Task</th>
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<tbody>
<tr>
<td>Dust all surfaces</td>
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<tr>
<td>Remove all cobwebs from ceilings</td>
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<tr>
<td>Clean mirrors and pictures</td>
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<tr>
<td>Clean top of picture frames</td>
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<tr>
<td>Clean Light fittings and shades</td>
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<tr>
<td>Clean all switches</td>
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<tr>
<td>Clean all power sockets</td>
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<tr>
<td>Wipe all skirting boards</td>
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<tr>
<td>Wipe top of all doors</td>
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<tr>
<td>Hover and dust both sides of each curtain</td>
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<tr>
<td>Wipe curtain rails</td>
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<tr>
<td>Wipe fire place and adjacent surfaces</td>
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<tr>
<td>Hover and mop all hard floors</td>
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<tr>
<td>Remove spots from walls</td>
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FURNITURE:
- Wipe down tables and other hard surfaces
- Remove fingerprints
- Remove oily stains
- Remove cushions to clean inside sofa
- Hover inside and out
- Move all the furniture to clean underneath and around
- Hover all furnishings

CARPETS:
- Thoroughly vacuum through to the edges
- Remove furniture to vacuum underneath and around, if needed
- Steam clean, if needed

WINDOWS:
- Clean glass from the inside
- Remove spots, fingerprints and oily stains
- Wipe down to prevent streaks when drying
- Wipe down window sills
- Wipe down window frames, including the inner ledge and tops
- Clean blinds
DRAWERS, CUPBOARDS, SHELVES:
- Clear inside and out
- Clean around the handles, check for stickiness
- Check for marks around handles
- Throw away any unneeded items
- Wipe and dust inside and out

FRIDGE AND FREEZER:
- Remove all grime, mildew, and food deposits
- Wipe door handles, check for stickiness
- Clean the rubber seal
- Move and clean underneath and behind
- Remove stickers, if necessary
- Remove and clean slots, grills and cabinets inside

DISHWASHER:
- Remove all grime, mildew, and food deposits
- Check and clear the filters
- Check the rubber seal
- Move and clean underneath and behind
- Clean soap dispenser drawer
- Wipe down handles, check for stickiness
WASHING MACHINE:
- Wipe and clean the drum
- Check and clear the filters
- Check the rubber seal
- Move and clean underneath and behind, if possible
- Clean soap dispenser drawer
- Wipe down handles, check for stickiness

TUMBLE DRYER:
- Wipe down inside and out
- Check the rubber seal
- Clean soap dispenser drawer
- Check and clear the filter

OVEN AND MICROWAVE:
- Clean and degrease oven, hob and grill
- Clean and degrease the microwave
- Remove food deposits and grime as much as possible
- Clean grill pan and oven racks
- Wipe the inner top of the oven and microwave
- Check and wipe the rubber seals
- Check and wipe all buttons
- Wipe down outside and remove stickiness
TOASTER:
- Clean and polish outside
- Remove any food deposits and bread crumbs
- Clean inside, if possible
- Remove stickiness on handle
- Clean grime and deposits on the bottom

SINK:
- Clean basin
- Clean taps
- Remove limescale
- Remove hard water stains
- Polish

MISCELLANEOUS:
- Clean and dry the kitchen tiles
- Throw away any leftover rubbish
- Wipe and clean rubbish bin inside and out
- Degrease the hob extractor
- Clean the extractor top and bottom and thoroughly wipe
BATHROOM:

- Clean taps and fittings, remove all lime scale
- Clear and wash soap dispenser
- Wipe and dust the radiator and towel rail
- Wipe and clean WC and bidet
- Clean pipe work and plumbing behind the WC if accessible
- Clean shower screen and cubicles
- Check for hair around the drainages
- Polish and dust mirror and glass surfaces
- Descale, rinse and wipe the faucets and any other metal surface
- Clean the toothbrush glass
- Wipe and clean extractor fans, remove dirt and dust