Kitchen Cleaning Checklist

To be completed before your scheduled checkout time with your RA. Roommates are to work together to ensure that kitchen is clean for check-out.

Tape this on your refrigerator door and leave until RA checks everyone out

___ Clean the top of the counter with Clorox Wipes. (Remember clean area under the microwave/convection oven.) No crumbs or stains should be on counter.
___ Wipe out all drawers and shelves in the kitchen with a damp cloth or Clorox Wipe.
___ Wash all spots or splash marks off the walls.
___ Wipe out sink with Clorox Wipes.
___ Stools at breakfast bar should be clean.
___ Empty dishwasher of all items.
___ Empty refrigerator/freezer of all items. DO NOT TURN REFRIGERATOR OFF!
___ Wipe refrigerator shelves with Clorox Wipes. Wipe down the outside of the refrigerator with Clorox wipes.
___ Place empty ice cube trays on top of the refrigerator.
___ Clean tile floor in kitchen. (Broom and dust pan were provided to all suites at the beginning of the year. Don’t forget under the fridge!) Clean/Wipe up any stains or sticky messes.
___ Wipe out Microwave/Convection Oven with Clorox Wipes. For difficult stains, try microwaving a bowl of water for 1-2 minutes. Condensation will help loosen difficult food stains when you wipe out the Microwave/Convection Oven.
___ Carry all trash and recycling containers to the dumpsters outside the building. Wash out trash cans.
___ Leave telephone plugged in on counter.
___ Check out with RA. **Arrange a time to check out at least 24 hours in advance.** Failure to check out properly will result in an improper check out fine, plus any additional cleaning and/or damage fees.