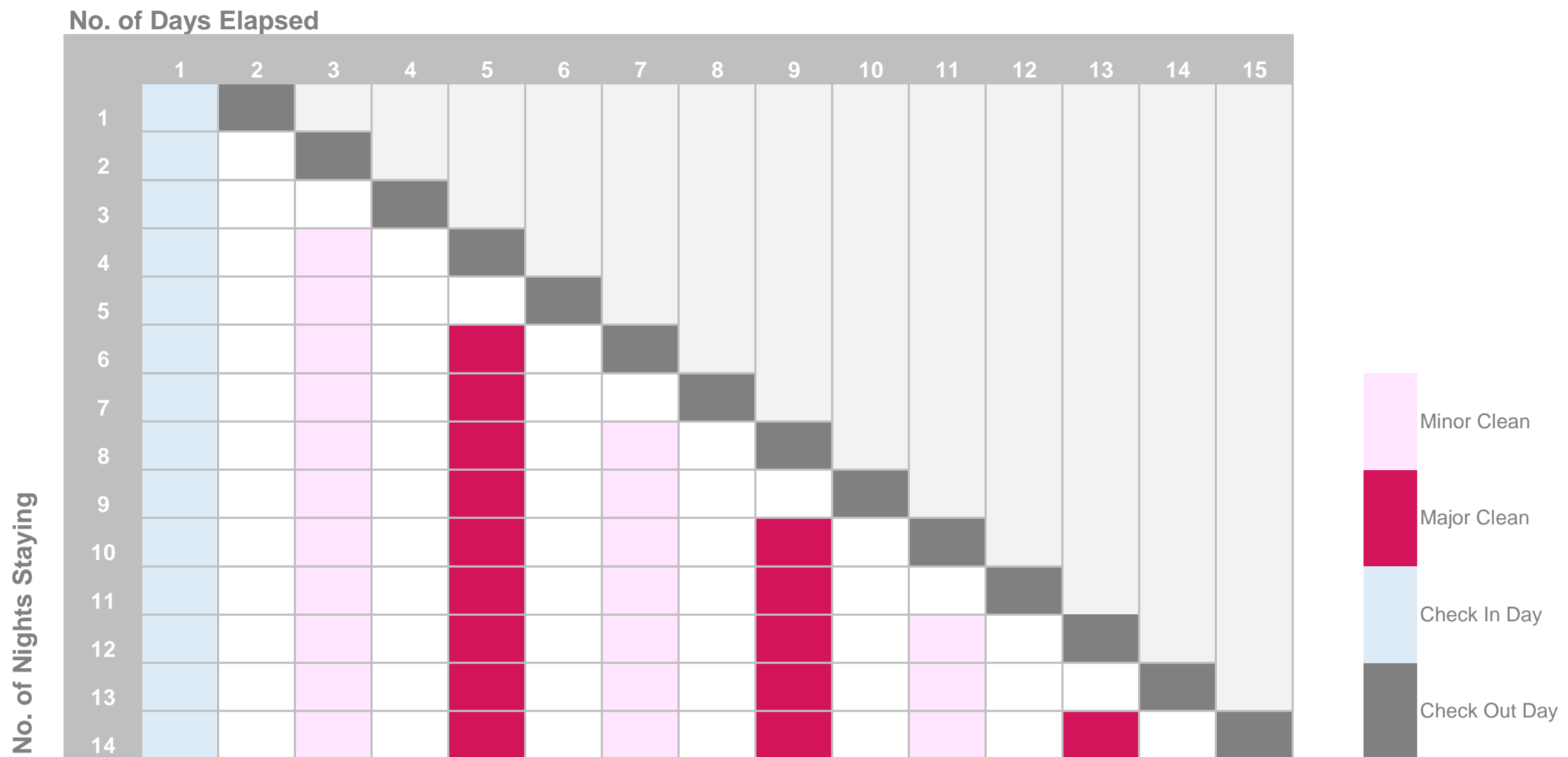


# Cleaning Procedures

## Standard Cleaning Schedule:



## Cleaning Procedures:

### Major Clean (10 AM - 4 PM)

#### General

- Garbage collection
- Linen & towel change
- Floor cleaning of whole property
- Wipe down whole property (tables, shelves and the other furniture)
- Restock laundry powder, remove lint from washing machine
- Restock tissues

#### Kitchen

- Dish washing (dishes/cutlery/glassware placed in sink only)
- Kitchen sink/kitchen tap cleaning
- Remove dirty spots from kitchen floor
- Restock dish washing liquid and dish washer powder
- Clean outside of fridge doors and cooker door
- Clean toaster and microwave

#### Bath, Shower & Toilets

- Restock toilet paper
- Restock body soap, shampoo, conditioner and hand soap
- Clean whole bathroom (wash with detergent, remove moisture)
- Clean wash stand, wipe mirrors
- Remove dirty spots from bathroom floors
- Toilet seat cleaning

### Minor Clean (10 AM - 4 PM)

#### General

- Garbage collection
- Towel change (including bath mats and dish towels)

#### Kitchen

- Dish washing (dishes/cutlery/glassware placed in sink only)
- Kitchen sink/kitchen tap cleaning
- Remove dirty spots from kitchen floor

#### Bath, Shower & Toilets

- Restock toilet paper
- Clean sink, toilet, showers, baths (remove dirt, moisture)
- Clean hair / refuse from drains
- Toilet seat cleaning

### Cleaning Conditions

- Cleaning staff will enter rooms sequentially from 10 AM, and cannot take requests for cleaning times.
- Housekeeping may need to move luggage/personal belongings when cleaning the unit. Guests should not leave any belongings on/in beds prior to cleaning.
- **Extra Cleaning** outside of what is detailed above may be organised at an additional charge; cleaning should be booked at the latest 2 weeks prior to arrival date.
- Guests should inquire at reception regarding additional linen; extra charges may apply.