

Maid2Clean Client Instruction Form for Cleaners

Client Instructions - tick the following jobs you would like done in the time allocated.

Week Commencing / /

Please advise & supply worker with relevant cleaning materials
Please DO NOT ask cleaner to use bleach

Worker Instruction - Please work through the following list & stop when you have completed your hours

	Client Tick	Worker Tick
Hallway/Landing		
Vacuum Area		
Wipe/Dust Door		
Wash Windows		
Wipe window ledges		
Polish.....		
Wipe Skirting		
Other		

	Client Tick	Worker Tick
Main Living Area 2		
Vacuum Area		
Wipe/Dust Door		
Wash Windows		
Wipe window ledges		
Polish.....		
Wipe Skirting		
Other		
Clean Fire Place		
Dust Pictures		
Wash Windows		

	Client Tick	Worker Tick
Main Living Area 1		
Vacuum Area		
Wipe/Dust Door		
Wash Windows		
Wipe window ledges		
Polish.....		
Wipe Skirting		
Other		
Clean Fire Place		
Dust Pictures		
Wash Windows		
Clean Fireplace		

	Client Tick	Worker Tick
Kitchen		
Sweep Area		
Vacuum Area		
Mop Area		
Wipe/Dust Door		
Wash Windows		
Wipe window ledges		
Polish.....		
Wipe Skirting		
Other		
Clean inside cupboards		
Wipe Cupboards		

	Client Tick	Worker Tick
Toilet(s)		
Vacuum Area		
Wipe/Dust Door		
Dust Door		
Polish Mirror		

	Client Tick	Worker Tick
Bathroom		
Wipe/Dust Surfaces		
Polish Tiles		
Clean Bath		
Clean Shower		
Clean Basin & WC		
Mop Floor		

	Client Tick	Worker Tick
Bedrooms		
Vacuum Area		
Wipe/Dust Door		
Wash Windows		
Wipe window ledges		
Polish.....		
Wipe Skirting		
Other		
Clean Fire Place		
Dust Pictures		
Wash Windows		
Dust Room		
Hoover Beds		

	Client Tick	Worker Tick
Ironing		

	Client Tick	Worker Tick
Special Instructions		