

Checklist – cleaning routine

Generally in rooms, hallways, kitchens, bathrooms and, if applicable, storage rooms:

- Wipe all surfaces (floors, tiles, tables, possibly also cupboards, light switches, heaters, doors, etc.)
- Clean windows (inside; outside if possible)
- As required: remove lampshades and wipe inside and outside
- As required: dispose of garbage (including waste paper)
- If necessary: remove small stains on the walls with a dirt eraser (do not paint yourself!)

Kitchen:

- Clean hobs and (if available) oven
- Clean the surfaces of the extractor hood (top and bottom)
- Clean the inside and outside of the refrigerator; check food for shelf life and dispose of if necessary
- Clean the sink (descale if necessary)
- Clean the microwave
- Remove dust from the ventilation (wipe down)
- If necessary: defrost the freezer
- If necessary: clean the dishwasher strainer insert and glands and screw them back on properly
- As required: top up dishwasher salt and rinse aid

Bathroom:

- Clean the sink (descale if necessary)
 - Clean toilet and brush holder (inside and outside); also under the toilet seat
 - Clean shower wall / shower fittings (descale if necessary)
 - Remove dust from ventilation (wipe down)
 - If necessary: clean mirrors with glass cleaner
 - If necessary: open and clean the floor drain
1. remove the metal cover with a screwdriver or similar stable object (e.g. tablespoon handle)
 2. remove + clean the filter
 3. remove and clean the odor trap
 4. rinse the floor drain with the shower head
 5. replace everything



If something is broken or missing in your apartment: please tell us or write to us!

Likewise, if you have any questions about the above points, e.g. if you don't know how or why you should clean certain things!