Cleaning checklist

Free printable template · Enter currency where amounts are shown

Business / site

Visit type / date

Team / inspection owner

Included areas

Excluded or specialist work

Products / surface instructions

Final inspection / date

Customer handover / follow-up

Area	Task	Owner	Status
Kitchen	Remove loose construction debris	Assigned cleaner	
Kitchen	Clean accessible work surfaces	Assigned cleaner	
Living room	Remove dust from accessible surfaces	Assigned cleaner	
Living room	Clean floor using suitable method	Assigned cleaner	
Access route	Remove protection and tidy	Team lead	
All included areas	Inspect and record outstanding items	Team lead	

This checklist covers ordinary cleaning tasks only. It does not assess or instruct hazardous-material removal. Add the product and site instructions for the actual work.

Free template from Construction Job Estimator
constructionjobestimator.com/templates/cleaning-checklist/