



# Southern Comfort

## C L E A N I N G

### Office Cleaning

#### Kitchen

- Dust all light fixtures, ceiling fans, door frames, window frames and cobwebs and artwork
- Disinfect all countertops, back splashes, sinks, exterior of cabinets, fixtures, window sills and appliances
- Dust all baseboards (Initial cleaning—disinfect/scrub baseboards)
- Dust underneath all furniture
- Remove all trash
- Vacuum and mop floors

#### Bathrooms

- Dust all light fixtures, ceiling fans, door frames, window frames, cobwebs and artwork
- Disinfect mirrors, sinks, toilets, countertops, back splashes, exterior of cabinets, fixtures, and window sills
- Dust baseboards (Initial cleaning—disinfect/scrub baseboards)
- Dust/vacuum underneath all furniture
- Stock toilet paper and paper towels
- Remove all trash
- Vacuum and mop floors

#### General Areas/Offices

- Dust all light fixtures, ceiling fans, cobwebs, door frames, window frames and artwork
- Dust and disinfect, furniture, tables, chairs, shelves, window sills, glass surfaces, mirrors, and counters
- Dust baseboards (Initial cleaning—disinfect/scrub baseboards)
- Dust underneath all furniture
- Remove all trash
- Vacuum and mop all floors

#### Optional Additions (extra charge will be applied)

- Window treatments
- Doors and door frames
- Thresholds
- Vents
- Switch plates
- Change linens
- Interior of cabinets
- Interior of oven
- Interior of fridge
- Interior of dishwasher
- Polish hardwood floors
- Polish countertops
- Polish leather furniture
- Fireplace cleaning
- Patio cleaning
- Garage and attic cleaning
- Upholstery and carpet stain removal
- Vacuum furniture
- Remove scuff-marks from walls
- Water plants
- Organization
- All natural cleaning