Caastal	MOVE IN / OUT CLEANING ORI	DER
Coastal Tanitorial	Name / Company	Entrance Information
Service, inside and out.	Address of Cleaning	If hidden, Describe Location
		Notes / Directions
Move in/out Date Approx. Time		
Desired Clean Date Approx. Time		
Job Instructions		
Do not exceed	_hoursOR	
	Special Instru	uctions
	Please Click on the Check Boxes to S	
	The following is a list of items that are often	
Kitchen Cleaning cabinet	s and drawers inside and out	Notes / Special Requests
Cleaning microw	vave inside and out	
Range, hood, filt Stove top / Oven		
☐ Clean inside / outside of any additional appliances		
Refrigerator top, Sink & Fixtures	underneath, inside, outside, & grill	
Countertops		
☐ Dishwasher face ☐ Flooring	& sides	
Other		
<u>Bathroom</u>		
☐ Clean shower walls, doors, track, tub & grout		
Cabinets & drawers (incl. med. Cabinet)		
☐ Towel bar & fixtures shined ☐ Mirrors		
Toilet inside & out		
Clean walls, ceiling & countertops		
☐ Clean floor ☐ Clean tile & base	boards	
Other	# of bathrooms	
All Rooms / Other		
Reachable windows, sliding door glass, screens & tracks Dust window sills		
Feather Dust Blinds Sweep/Dust ceilings & fans to remove cobwebs, dust, etc Clean baseboards Clean baseboards		
Laundry room Vocuum compating / Week herd flooring		
□ Vacuum carpeting / Wash hard flooring□ Vacuum and dust closets and shelves		
□ Sweep carport/garage/porch/patio walls, ceilings & floors □ Clean front/back yard/patios		
	ction Carpet Cleaning	
Other	# of bedrooms	

Please Print and Fax this Form to: 805.541.4866 or Complete and Email to: SLJanitorial@SBCglobal.net