New Construction Cleaning Checklist

Rough clean, final clean and touch-up, room by room

Job: _____

Date: _____

BEFORE YOU START

Confirm these with the contractor or owner

☐	**Construction work is finished** No workers or trades scheduled during the clean
☐	**Large debris removed** Confirm who removes debris, boxes and leftover materials
☐	**Water and electricity are on**
☐	**Scope agreed in writing** Phases, windows (inside/outside), stickers, exterior
☐	**Photos taken** Before photos of every room

PHASE 1: ROUGH CLEAN

During or right after construction

☐	**Remove small debris and packaging** Sweep up nails, screws, wood and drywall pieces
☐	**Vacuum dust from floors** Use a HEPA-filter vacuum
☐	**First wipe of walls and surfaces** Remove the heaviest dust layer
☐	**Clear window sills and tracks** Remove loose debris
☐	**Empty and bag all trash**

PHASE 2: FINAL CLEAN — THROUGHOUT

Once all work is complete

☐	**Dust ceilings, corners and crown molding** Top to bottom
☐	**Clean light fixtures and ceiling fans**
☐	**Clean vents, returns and grilles** Remove covers if agreed
☐	**Wipe walls, doors and door frames** Spot-clean marks and fingerprints
☐	**Wipe switches, outlets and handles**
☐	**Clean baseboards**
☐	**Remove stickers, labels and tape** Use a scraper or adhesive remover
☐	**Remove paint and caulk spots from hard surfaces** Test on a hidden area first

KITCHEN

☐	**Clean inside and outside of cabinets and drawers**
☐	**Wipe countertops and backsplash**
☐	**Clean sink and faucet**
☐	**Clean appliances inside and out** Remove stickers and protective film

BATHROOMS

☐	**Clean toilets, tubs and showers** Remove grout haze and caulk residue
☐	**Clean sinks, faucets and vanities**
☐	**Clean mirrors and glass shower doors**
☐	**Wipe cabinets inside and out**

WINDOWS, FLOORS AND FINISH

☐	**Clean interior windows, frames and sills** Exterior windows if included
☐	**Vacuum and mop hard floors** Repeat if dust remains
☐	**Vacuum carpets**
☐	**Final walkthrough with the client** Take after photos

PHASE 3: TOUCH-UP CLEAN

A few days later, before move-in

☐	**Dust surfaces where dust has settled again** Counters, sills, shelves, fixtures
☐	**Wipe vents and returns again**
☐	**Quick vacuum and mop of floors**

Notes: _____