CLEANOFFICENORD

Cleaning Report

Apartment in Hamburg · Objekt anonymisiert

Date completed: Oct 5th, 2026 | Time completed: 5:38am

Vollständige Dokumentation: 38 Abschnitte, 124 abgehakte Checklistenpunkte und 49 Fotobelege. Originaltexte, Antworten und Notizen unverändert; Personen- und Adressangaben anonymisiert. Neu gesetzt im CleanOfficeNord-Design.

Hinweis zur Darstellung: Die englischen Inhalte und die Zeitangaben wurden aus dem Originalbericht übernommen. Die Fotobelege entsprechen den Vorschaubildern des Reports. Ein erledigter Checklistenpunkt ist keine gesonderte Inspector-Freigabe.

Summary

There are some stains on shower curtains , bath mats need to be brought for next cleaning. Cleaning supplies are enough.

First Tasks

Please rate how the guest left the property upon departure: (1= excessive cleaning needed, 2= poor, 3= average, 4= good, 5 = great)

4 / 5 stars

- ✓ Please report an issue if you rate this departure with 1 or 2 stars
- ✓ If there are dirty dishes to wash, run the dishwasher first
- ✓ Strip linen, checking for stains and run laundry per company standards

Interior

- ✓ Sweep, mop and vacuum all ground surfaces as applicable
- ✓ Checkall lighting to ensure they work. Report any issues
- ✓ Clean and sanitize all guest contact items (remotes, door knobs/handles, window locks, curtain/blind rods, etc)
- ✓ Clean all mirrors, windows and glass surfaces with glass cleaner without leaving streaks
- ✓ Check ceiling edges/corners for cobwebs, removing them
- ✓ Report any property issues/problems requiring maintenance immediately



Foto 1 · Oct 5th, 20265:15am

Interior / Living Room / Recliner

- ✓ Check under and around the crevices of cushion and seating for trash or lost and found
- ✓ Spot clean as necessary

Interior / Living Room / Couch

- ✓ Check under and behind all cushions to remove trash or lost and found. Vacuum as needed
- ✓ Check for any stains or tears to upholstery. Spot clean as appropriate/possible



Foto 2 · Oct 5th, 20265:16am



Foto 3 · Oct 5th, 20265:16am

Interior / Living Room / Sleeper Sofa

- ✓ Open and check if the sofa sleeper was used
- ✓ Replace linen as applicable, per company standard
- ✓ Check under and behind all cushions to remove trash or lost and found. Vacuum as needed
- ✓ Check for any stains or tears to upholstery. Spot clean as appropriate/possible



Foto 4 · Oct 5th, 20265:16am

Interior / Living Room / Furniture

- ✓ Clean all hard surfaces
- ✓ Check and clean underneath all seating areas, tv stands, coffee/end tables for trash or lost and found
- ✓ Carefully dust any lampshades, gaming consoles, décor/framework

Does any furniture, including seating, requirerepair or replacement? If so, please report the issue.

Answer: NO

Interior / Living Room / Television

- ✓ Dry dust the TV screen and monitor, removing fingerprints
- ✓ Check that the remote control batteries are there and the batteries work
- ✓ Clean and sanitizeremote(s)
- ✓ Place the remote control near the TV
- ✓ Log out of any apps used by the previous guest or set home screen to company standard



Foto 5 · Oct 5th, 20265:34am

Turn on the TV to check the condition of the TV screen display. (check that it is plugged in)

Answer: GOOD

Interior / Family Room / Sectional Sofa

- ✓ Check under and behind all cushions to remove trash or lost and found. Vacuum as needed
- ✓ Check for any stains or tears to upholstery. Spot clean as appropriate/possible



Foto 6 · Oct 5th, 20265:33am



Foto 7 · Oct 5th, 20265:33am

Interior / Family Room / Furniture

- ✓ Clean all hard surfaces
- ✓ Check and clean underneath all seating areas, tv stands, desks, coffee/end tables for trash or lost and found
- ✓ Carefully dust any lampshades, gaming consoles, décor/framework

Interior / Family Room / Television

- ✓ Dry dustthe TV screen and monitor, removing fingerprints
- ✓ Check that the remote control batteries are there and the batteries work. Clean and sanitize the remote(s)
- ✓ Log out of any apps used by the previous guest or set home screen to company standard. Place the remote control near the TV



Foto 8 · Oct 5th, 20265:33am

Interior / Kitchen

- ✓ Clean all surfaces (counters, cabinets, appliances, sink etc)
- ✓ Empty trash can and replace the liner
- ✓ Stock or refill any kitchen amenities per company standard
- ✓ Ensure the pantry is clean, organized and remove any open and used food items



Foto 9 · Oct 5th, 20265:18am



Foto 10 · Oct 5th, 20265:18am

Interior / Kitchen / Dishwasher

- ✓ Empty dishwasher, checking that all dishes are clean before storing them
- ✓ Wipe down the exterior of the dishwasher once emptied



Foto 11 · Oct 5th, 20265:18am

Interior / Kitchen / Oven / Range

- ✓ Clean inside and outside of the oven
- ✓ Clean the stove top, burner knobs, andthe vent hood
- ✓ Check that the oven bulb work and the stove top light work



Foto 12 · Oct 5th, 20265:19am



Foto 13 · Oct 5th, 20265:19am

Interior / Kitchen / Refrigerator

- ✓ Remove any food in the refrigerator and freezer, cleaning all shelves, compartments and drawers
- ✓ Wipe down front of fridge (use stainless cleaner if necessary)
- ✓ Make sure temperature is on a normal setting and the light works as expected

Note by: Teammitglied (anonymisiert)

Water is dripping down and getting collected in the drain. May be it will drain gradually .



Foto 14 · Oct 5th, 20265:21am



Foto 15 · Oct 5th, 20265:21am



Foto 16 · Oct 5th, 20265:22am

Interior / Kitchen / Microwave

- ✓ Remove any food debris stuck to the inside, cleaning all 4 interior sides and door thoroughly
- ✓ Remove and clean the rotation tray and underneath it
- ✓ Wipe down all exterior sides of the microwave and underneath it if it is mounted above the stove

Interior / Kitchen / Coffee Maker

- ✓ Ensure the coffee maker has used grounds disposed of
- ✓ Clean the coffee pot and exterior surfaces



Foto 17 · Oct 5th, 20265:23am



Foto 18 · Oct 5th, 20265:23am

Interior / Kitchen / Keurig Machine

- ✓ Ensure the coffee maker has used Keurig cups disposed of
- ✓ Wipe clean all exterior surfaces
- ✓ Ensure cups are stocked and stored to company standard



Foto 19 · Oct 5th, 20265:24am

Interior / Kitchen / Toaster

- ✓ Remove all crumbsfrom crumb catcher tray
- ✓ Clean to a polished finish the surface of the toaster and clean underneath/behind it



Foto 20 · Oct 5th, 20265:24am

Interior / Dining Room

- ✓ Wipe clean all seating surfaces and the dining table
- ✓ Move chairs away from the table to clean underneath it



Foto 21 · Oct 5th, 20265:24am



Foto 22 · Oct 5th, 20265:25am



Foto 23 · Oct 5th, 20265:25am

Interior / Bedroom / Bed

- ✓ Remove any linen remaining to be washed. Check for stains prior to washing
- ✓ Inspect mattress pad, decorative and sleep pillows, and comforters/throws for stains
- ✓ Check under the bed(s) and remove trash or lost and found
- ✓ Check unused beds to be sure the sheets are clean/unused
- ✓ Make bed with clean linen, ensuring hair has not stuck to threads in wash/dry cycles



Foto 24 · Oct 5th, 20265:25am

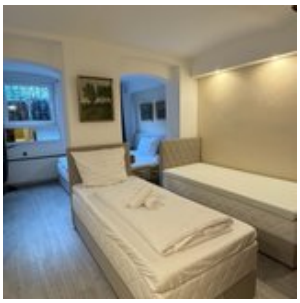


Foto 25 · Oct 5th, 20265:25am

Take a photo of the completed and neatly presented bed



Foto 26 · Oct 5th, 20265:25am

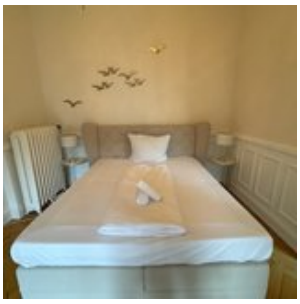


Foto 27 · Oct 5th, 20265:26am

Interior / Bedroom / Television

- ✓ Dry dust the TV screen and monitor, removing fingerprints
- ✓ Check that the remote control batteries are there and the batteries work
- ✓ Clean and sanitize remote(s)
- ✓ Place the remote control near the TV
- ✓ Log out of any apps used by the previous guest or set home screen to company standard

Turn on the TV. What is the condition of the screen display? (check that it is plugged in)

Answer: GOOD

Interior / Bedroom / Furniture

- ✓ Open all nightstand and dresser drawers for trash or lost and found removal
- ✓ Check underneath all furniture for trash or lost and found. Clean as necessary

Interior / Bedroom / Closet

- ✓ Check inside the closet to remove lost and found or trash. Clean as necessary
- ✓ Ensure closethas hangers, pillows and/or linen to company standard available
- ✓ Wipe down both sides of closet door, removing stains or smudges

Interior / Bathroom

- ✓ Empty waste basket and replace trash liner
- ✓ Ensure there is no hair on the floor, behind the door, behind the toilet or inside drawers/cabinets
- ✓ Replace towel, bath and toiletry amenities to company standard



Foto 28 · Oct 5th, 20265:27am



Foto 29 · Oct 5th, 20265:29am

Interior / Bathroom / Shower/Bathtub

- ✓ Remove all soap scum, residue and grime/mold/mildew forming (report black mold immediately)
- ✓ Clean shower door glass or other to a streak free finish
- ✓ Make sure there is no hair left on shower walls or on drain
- ✓ Ensure shower head is working and the tub drain isnt clogged
- ✓ If there is a shower curtain liner, ensure there is no mildew forming. Wash or surface clean as needed

Note by: Teammitglied (anonymisiert)

There are some marks on the shower curtains



Foto 30 · Oct 5th, 20265:29am

Interior / Bathroom / Toilet

- ✓ Clean and sanitize toilet bowl
- ✓ Clean and sanitize all exterior surfaces and crevices from the tank lid to the base including the caps
- ✓ Check for loose toilet seat (tighten if necessary)
- ✓ Place sanitation band around the seat and lid, then lower them down
- ✓ Display the toilet paper edge in a Hotel "V" fold



Foto 31 · Oct 5th, 20265:30am

Interior / Bathroom / Sink

- ✓ Clean sink bowl and surfaces to a glossy finish
- ✓ Make sure that hot and cold water works andthe sink drains
- ✓ Polish sink chromes
- ✓ Clean counter surface near sink, behind and under décor/amenities
- ✓ Open drawers and cupboards, removing trash and lost and found. Clean inside, removing hair/debris



Foto 32 · Oct 5th, 20265:30am

Interior / Laundry Room

- ✓ Clean all hard surfaces and interior and exterior of cupboards/drawers
- ✓ Ensure stock of laundry amenities per company standard
- ✓ Ensure clean pool or bath towels are neatly folded and available
- ✓ Empty the trash can and replace the trash liner

Interior / Laundry Room / Washer/Dryer

- ✓ Make sure both machines are empty after laundry is finished
- ✓ Clean the lint trap
- ✓ Leave the washer door/lid open to prevent mildew
- ✓ Clean between machines, removing trash, dust or lint

Note by: Teammitglied (anonymisiert)

Bath towels are finished . Need to take small pillow covers from here .



Foto 33 · Oct 5th, 20265:31am

Interior / Laundry Room / Ironing Board

- ✓ Ensurethe board opens and closes appropriately

Interior / Laundry Room / Iron

- ✓ Make sure the iron does not have water inside; drain the water (if applicable)

Exterior

- ✓ Sweep debris off exterior access points, balcony, patio and/or deck (as applicable)
- ✓ Ensure there are no trip hazards
- ✓ Turn off the front entrance light if guests are not arriving today
- ✓ Walk the full exterior premises and remove any trash



Foto 34 · Oct 5th, 20265:10am



Foto 35 · Oct 5th, 20265:10am



Foto 36 · Oct 5th, 20265:10am

Exterior / Outdoor Furniture

- ✓ Wipe down seating surfaces
- ✓ Clean table tops
- ✓ Neatly organize décor or throw pillows per standard

Exterior / Roof Deck

- ✓ Wipe down seating surfaces
- ✓ Clean table tops
- ✓ Neatly organize décor or throw pillows per standard

Exterior / Garage

- ✓ Remove garbage from the garage and clean as necessary
- ✓ Check for any property or items that belong inside the property

Exterior / Grill

- ✓ The gas tank connections are tight, and there are no leaks. Turn offif, gas grill.
- ✓ The electronic or manual ignitor operates as the manufacturer intended.
- ✓ The grill is in a safe location.
- ✓ The grill grease tray is empty of grease to prevent a fire.
- ✓ Clean the Grill range interior and wipe down the exterior
- ✓ If applicable, place the grill cover on the grill

Finishing Touches

- ✓ Set Thermostat
- ✓ Ensure all interior lights and fans are off
- ✓ Set drapes, curtains and blinds to company standards
- ✓ Ensure interior odor is clean and fresh upon completion
- ✓ Lock all doors and windows

Did you find any lost and found items in this property today? If so, please report the issue, listing these items and include photos

Answer: NO

- ✓ Add Finishing Photos here


Foto 37 · Oct 5th, 20265:35am


Foto 38 · Oct 5th, 20265:35am


Foto 39 · Oct 5th, 20265:35am


Foto 40 · Oct 5th, 20265:35am


Foto 41 · Oct 5th, 20265:36am


Foto 42 · Oct 5th, 20265:36am


Foto 43 · Oct 5th, 20265:36am


Foto 44 · Oct 5th, 20265:36am


Foto 45 · Oct 5th, 20265:37am


Foto 46 · Oct 5th, 20265:38am


Foto 47 · Oct 5th, 20265:38am


Foto 48 · Oct 5th, 20265:38am


Foto 49 · Oct 5th, 20265:38am