



Spring Cleaning Checklist

Business

Entrances & Reception Areas

- Deep clean entryways and high-traffic flooring
- Remove winter salt residue from floors and mats
- Clean glass doors and entry handles
- Wipe reception counters and waiting area surfaces

Kitchens & Break Areas

- Clean countertops, sinks, and shared appliances
- Sanitize appliance handles and controls
- Wipe cabinet fronts and storage areas
- Clean inside trash cans and recycling bins

Floors & Facility Surfaces

- Vacuum and mop high-traffic walkways
- Clean baseboards and wall scuffs
- Inspect floors for salt damage from winter traffic
- Schedule buffing or sealing if finishes appear worn
- Condition wood furniture or fixtures after dry winter air

Workspaces & Common Areas

- Dust high surfaces including vents and lighting fixtures
- Clean desks, tables, and shared surfaces
- Disinfect high-touch areas such as door handles and railings
- Vacuum carpets and upholstery in shared seating areas

Bathrooms

- Disinfect sinks, faucets, and toilet handles
- Clean mirrors and glass surfaces
- Scrub grout and tile surfaces
- Mop floors and wipe baseboards



Evanston Cleaning
Company