



General requirements:

- Remove personal, sentimental items, unnecessary objects/furniture;
- Mop, dust and vacuum the entire house;
- Clean and empty countertops and surfaces;
- Stage spaces with flowers, fruit bowls, etc;
- Remove all toys i.e. children/pets;
- Open curtains and turn lights on;
- Turn off fans;
- Turn off screens, TVs, computers and other electronics;
- Replace any broken light bulbs;
- Remove all magazines, newspapers and mail;
- Place all shoes, coats in closets or wardrobes;
- Wash and clean windows curtains and blinds;
- Improve curb appeal by making the outdoor spaces neat and tidy.

The kitchen:

- Clean all the countertops by removing appliances or hiding them in the cupboards;
- Remove all the cooking utensils, knives or baking supplies;
- Clear outside of the refrigerator and remove any magnets or photographs;
- Remove garbage bins;

- Wash and remove any dishes from the sink;
- Remove dish towels, sponges and washing liquids.

The dining room:

- Clean all surfaces and remove unrelated objects;
- Dust the table and wash or brush chair cushions;
- You can stage the table with a set of matching dishes;
- Add a decoration, candles, or a flower centerpiece.

The living room:

- Turn off TV and hide remote controls;
- Remove magazines and newspapers;
- Arrange throws or blankets neatly;
- Fluff and arrange cushions and soft furnishings;
- Declutter coffee tables and shelves.

Bedrooms:

- Wash, clean and iron all bedding;
- Make beds and add matching bedding with pillows and covers;
- Remove personal items from nightstands and bedside tables;

- Remove personal objects, cosmetics or accessories from dressers;
- Clear under the bed and remove objects that might show up in photos;
- Close wardrobe doors and hide clothing.

Children's bedrooms:

- Refresh bedding;
- Remove personalized names from walls or furniture;
- Remove toys or pack neatly in storing boxes;
- Remove posters, photographs or stickers.

Guests rooms:

- Wash and clean beds and bedding;
- Stage the beds with matching bedding and extra cushions;
- Remove boxes, suitcases, unused or unmatched furniture;
- Empty the wardrobes;
- Sort out neatly in drawers, extra pillows, blankets or accessories for guests.

Walk-in closets:

- Store all clothes behind doors; if that's not possible, hang everything on individual hangers with little spaces in between;
- Remove shoes from the floor and place them in designated cupboards or racks;
- Make sure all accessory shelves look neat and everything is stored neatly;
- Remove dirty clothes;
- Clean floors.

En-suite bathrooms, shower cabins and toilets:

- Add clean matching towels;
- Clear and wash countertops;
- Remove cosmetic and hygiene-related containers for soaps, shampoos, etc.;
- Remove any cosmetics, washing, deodorants or medication;
- Wash and refresh mirrors and shower screens;
- Remove floor mats or rugs;
- Renew toilet paper trays;

- Put the toilet sit down.

Offices:

- Pack away paperwork and personal or work related files;
- Use office organizers to store and sort out things;
- Add a lamp to the desk as an accessory;
- Include extra life into the space with some green plants.

Outdoor spaces:

Front of the house and the entrance:

- Close garage doors;
- Remove cars from the front of the house or the entrance;
- Make sure the landscape is neat and fresh, cut the grass and wash and scrub the entryway;
- Clean the front door;
- Powerwash walkways or parking plots;
- Upgrade or wash the mailbox;
- Refresh any address or house number.

Back garden, terraces and balconies:

- Clean and cut grass;
- Remove swimming pool vacuum;
- Clean up the pool and surrounding areas;
- Remove visible water hoses;
- Remove any trash cans;
- Freshen up patio furniture with clean cushions;
- Remove any children's or pet toys;
- Add flower pots or other decorations.