

Cleanout-to-Cleaning Handoff Sheet

Use these notes to discuss scope. Confirm accepted work with your provider.
Keep access codes and private information off shared copies.

Property / authorized decision-maker

Item or area / keep / remove / undecided

Removal provider / scope / exclusions / confirmation

Repair work remaining / responsible party

Cleanout-to-Cleaning Handoff Sheet

Use these notes to discuss scope. Confirm accepted work with your provider.
Keep access codes and private information off shared copies.

Cleaning-ready date / access confirmation

Unknown conditions requiring further discussion

Outstanding decision / owner / next step

Questions to resolve before booking
