

SPOTLESSLY CLEAN

FREE CLEANING GUIDES / WEST GEORGIA + EAST ALABAMA



FREE PRINTABLE CHECKLIST

From construction to clean.

Your printable post-construction cleaning checklist.

1

Ready the site

Confirm completion, utilities and safe access.

2

Plan the cleaning passes

Discuss dust control and detailed surface cleaning.

3

Review the result

Use the checklist for the final walkthrough.

Plan the work. Ask clearer questions.

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Use the worksheets that follow. Your accepted estimate defines the work.

Printable Post-Construction Cleaning Checklist

Use this two-pass checklist with your contractor, property manager, or cleaning team. Mark the agreed scope before work begins; not every task is automatically included in every estimate.

Project / property

Address

Contractor / contact

Target completion date

Cleaning date

Final walkthrough date

Before scheduling: Post-construction cleaning is a custom project. Fine dust can resettle, so the scope may require more than one cleaning pass. Confirm exactly who is responsible for debris, labels, paint, adhesive, windows, high-access areas, and final disposal.

1. Confirm the site is ready

- ☐ Construction work is substantially complete and contractors have finished dusty tasks.
- ☐ Tools, ladders, unused materials, and equipment are removed from cleaning areas.
- ☐ Heavy construction debris is removed and a waste-disposal plan is confirmed.
- ☐ Paint, grout, caulk, adhesives, and finishes have cured according to the manufacturer's directions.
- ☐ Electricity, water, lighting, and safe HVAC operation are available.
- ☐ Floors, counters, cabinets, windows, and fixtures are safely accessible.
- ☐ Known damage, delicate surfaces, special coatings, and product restrictions are disclosed.
- ☐ Responsibility for protective film, stickers, tape, labels, paint, and adhesive is documented.

2. Pass one - safety, debris, and dust control

- ☐ Walk the site for nails, screws, glass, sharp edges, unsecured materials, and trip hazards.
- ☐ Photograph and report damage or unsafe conditions before cleaning the affected area.
- ☐ Remove loose, light debris that is included in the written scope.
- ☐ Dry-dust from high to low: ledges, tops of doors, frames, trim, vents, and horizontal surfaces.
- ☐ HEPA-vacuum accessible walls, shelves, cabinet interiors, baseboards, floors, and corners as scoped.
- ☐ Allow airborne dust to settle before beginning detailed damp cleaning.

Pass-one notes: _____

Post-Construction Detail & Handoff

Complete the detailed pass only after the rough-clean stage and enough settling time for a meaningful final inspection.

3. Pass two - detailed cleaning

- ☐ Recheck ceilings, ledges, walls, doors, frames, trim, baseboards, vents, and fixtures for settled dust.
- ☐ Detail-clean accessible light fixtures, fans, switch plates, outlets, hardware, and railings.
- ☐ Clean cabinet and drawer interiors and exteriors where included; verify shelves are dry before use.
- ☐ Clean countertops, backsplashes, sinks, faucets, and appliance exteriors using surface-safe products.
- ☐ Detail bathrooms: mirrors, vanities, fixtures, tubs, showers, toilets, tile, and floors.
- ☐ Clean interior glass, sills, tracks, screens, blinds, and exterior windows only where specifically included.
- ☐ HEPA-vacuum floors and edges; damp-mop or clean according to the flooring manufacturer's instructions.
- ☐ Check corners, kick plates, closet shelves, door tops, and other easy-to-miss horizontal surfaces.

4. Final quality-control and handoff

- ☐ Inspect in natural and artificial light after the final dust-settling period.
- ☐ Confirm the responsible party has replaced or scheduled replacement of the HVAC filter.
- ☐ Document paint, adhesive, caulk, scratches, damage, residue, or incomplete contractor work.
- ☐ List work outside the original scope before authorizing additional labor.
- ☐ Remove included waste, cleaning materials, and equipment from the property.
- ☐ Complete a final walkthrough with the authorized client, contractor, or property manager.

5. Final sign-off

- ☐ Agreed cleaning scope has been reviewed.
- ☐ Unresolved items and exclusions have been documented.
- ☐ Additional work, if any, has been separately approved.

Client / representative

Cleaning team lead

Signature

Date

Common scope exclusions unless specifically quoted: hazardous materials, mold remediation, heavy construction debris, carpet extraction, grout restoration, floor polishing or waxing, paint or adhesive removal, and exterior or high-access work.

Request a written estimate: 877-753-4790 | tabbysspotlesslyclean.com

Planning resource only. This checklist does not replace a written estimate, construction contract, safety plan, or manufacturer instructions. Current planning rate: \$50 per labor hour; \$200 minimum visit.