Cleaning Guidelines for Northwood Apartments

Kitchen

Stove (Oven and Broiler), Range Hood, Exhaust Fan
Clean the stove thoroughly using a general purpose cleaner, degreaser, and oven cleaner. Remove the exhaust fan cover and let it soak in hot water and detergent for 10-15 minutes; this will help dissolve grease and dirt. Scrub lightly with a small brush to remove grease buildup. A mild degreaser can be used on the range hood.

Refrigerator
A solution of baking soda and warm water will remove odors and aid in cleaning. Clean the inside of the refrigerator thoroughly and leave no traces of food. The freezer compartment should be cleaned.

Cupboards and Countertops
Remove all shelf paper or liners. Using a general purpose cleaner, degreaser or water and bleach solution, clean all shelves, drawers, and cabinets inside and outside. Use a non-abrasive cleaner on the countertops (bleach and water solution helps remove stains.) Use proper ventilation while using bleach.

Garbage Disposal and Sink
Pour baking soda down the disposal to help remove odors. Grind any waste by turning on the cold water then turning on the disposal for a minute. Turn off the disposal and allow the water to flush the drain for another minute. Use a mild abrasive cleaner to clean the sink. Do not pour any chemical into a drain to help unclog grease buildup. Such chemicals may cause considerable damage.

Bathroom

Sink, Tub, Shower
Thoroughly clean the walls of the shower, tub, and surrounding areas with a non-abrasive cleaner to remove soap residue. Remember to clean the metal fixtures under the sink and toilet. A small brush and cleanser will remove mildew around the tub and other damp areas. Clean the sink with a non-abrasive cleaner.

Toilet
Thoroughly clean the toilet with disinfectant inside and outside, including the toilet seat and bowl. Clean outside of the tank and lid. Remove any discoloration inside and outside of the toilet bowl.

Wall Tile
Clean using tub and tile cleaner. A solution of water and bleach and a soft brush can be used to clean the tile grout or caulking.

Medicine Cabinet and Mirror
Remove all personal items, thoroughly wash the inside, outside, and top of the medicine cabinet and mirror with a general all-purpose cleaner.
Storage Areas
Areas must be clean and free of all personal items, dust, and debris.

Basements
Basement floors must be swept and wet mopped.

Furniture

Cloth Upholstery
Vacuum and if needed, clean with upholstery cleaner.

Vinyl and Non-Upholstered Pieces
Clean with general purpose cleaner, rinse and clean with warm water to remove soap residue.

Wood
Clean with wood furniture polish.

Building Block Furniture
Be sure to empty and wipe out all drawers using wood furniture cleaner. Lift mattress and clean, removing all lint and dust.

Floors

Carpet
Vacuum carpet thoroughly. Remove any area rugs or carpet that you brought.

Wood
Sweep or dust with a dry mop and clean using a slightly damp mop. Cleaners specifically designed for wood floors can be used. Do not wax.

Vinyl, Laminate, or Ceramic Tile
Sweep and wet-mop using a cleaner designed for vinyl, laminate or ceramic tile floors. Remove soap residue with clear warm water. Do not wax.

Miscellaneous

Walls and Doors
Remove all marks from walls using a general purpose cleaner and sponge or cloth. Rinse with clear water to remove soap residue. Spots on walls can be removed with a solution of baking soda and water using small circular motions to avoid damage to paint. Do not use abrasive cleaners. Walls should be free of grease, graffiti, etc. Be sure to clean light switch covers, door handles, and floor boards. If bulldog hooks were used, leave them in place when vacating.
Window Areas
Window interiors should be cleaned using a window cleaner. They must be free of all stickers, tape, decals, etc. Remove all loose materials in window tracks with a brush or vacuum. Wipe out with a damp cloth.

Window Blinds
Clean window blinds using a soft cloth or sponge in each hand. With mild soap and water, place a single slat between hands and wipe downward, starting at the top of each slat.

Light Fixtures
Clean inside and out with glass cleaner or general purpose cleaner.

Helpful Hints
- Vinegar will remove lime deposits from faucets.
- When cleaning upholstery fabric, use a blotting technique rather than scrubbing to prevent grinding the stain further into the fabric. **Do not allow the fabric to become excessively wet.**
- To clean a clogged drain, try pouring a cup of salt and a cup of baking soda into the drain, followed by a kettle of boiling water.