

# Guest room cleaning

## What you can expect from your contractors.

The following summary covers all aspects of our cleaning contract concerning guest rooms.

This specification covers each visit made to the guest room.

### Bathroom

- Toilet cleaned and sanitised.
- Sink and taps cleaned, sanitised and polished.
- Mirrors and glass surfaces cleaned as appropriate.
- Shower cubicles, bath and shower equipment – including drains – cleaned. Showers will be run for three minutes once a week.
- Tiles, partitions and wall surfaces spot cleaned.
- Bins emptied, cleaned and the appropriate size bin liner replaced.
- Doors and handles wiped down.
- Toilet roll stock replenished.
- Ledges, surfaces, radiators and skirting dusted.
- Hard floor coverings swept and mopped. Floors are to be left dry and non-slip after every visit.
- Wet floor signs to be displayed whilst cleaning is taking place



## Bedroom

- Bins emptied, cleaned and the appropriate size bin liner replaced.
- Internal windows or glass surfaces, including frames, cleaned monthly. Spot clean as required at every visit.
- Doors, handles, intercom system and all touchpoints wiped down and sanitised.
- Ledges, surfaces, radiators, skirting and curtain poles dusted/cleaned and sanitised.
- Switches and sockets wiped clean.
- Any marks on walls cleaned and removed.
- All light fittings dusted.
- All cobwebs removed.
- Hard floor coverings swept and mopped. Floors are to be left dry and non-slip.
- All carpeted areas, including under beds, vacuumed.
- All curtains vacuumed.
- Stains on carpets removed immediately. If unable to remove, these will be reported immediately.
- Wet floor signs to be displayed whilst cleaning is taking place.

## Linen changeovers

- Bedding and towels must be removed for laundering and clean linen installed after each booking.