

## **SEASONAL CLEANING INSTRUCTIONS**

Seasonal Cleaning and Spring Cleaning must be performed in accordance with the General Terms and Conditions for rental agency.

Seasonal Cleaning includes several elements not included in standard weekly cleaning and is intended to give the lodging a thorough cleaning before the Winter Season. Spring Cleaning is a more simple seasonal cleaning including window cleaning. Spring cleaning ensure that summer guests also can enjoy a fresh accommodation.

The instructions are written to suit all lodgings, and should be adapted to your particular lodging.

Information on how to book Seasonal Cleaning, Spring Cleaning or inspection by SkiStar and prices can be found at the Owner Pages. Log into My Page/Owner Pages/Useful info/your destination/cleaning.

### **Seasonal Cleaning**

All furniture, fixtures and fabrics must be inspected and cleaned to ensure that they are complete and clean. Rugs, fabrics and shower dressing gowns should be washed.

#### **Living room**

- Vacuum/wipe all surfaces of furniture, including a mattresses sofa beds (if any).
- Wipe down the TV table inside and outside, wipe the TV and other equipment.

#### **Kitchen**

- Wipe cabinets inside and outside, above and below, and the wall above.
- Pull all kitchen drawers out and wipe off on the inside and wipe off all door fronts and handles.
- Wipe down the draining board inside and behind the drain and spaces where debris can be collected.
- Clean all work surfaces and sink.
- Clean microwave oven inside and outside.
- Take out the hob and clean behind the hob, clean the hob from the outside. Clean the plates, the grill, the oven and the roof in the oven. Remove the glass on the oven door and clean it. Wipe the space under the oven. Clean the hob plates and the rings all the way round, oven cleaner works well for this.
- Take down and clean the hob fan, take off the cover for the fan lamp and clean it. Replace fan filter

- Defrost fridge and freezer. Remove and wash all removable parts in the fridge/freezer, clean inside. Remove the grill below, Wash it and clean under the fridge before putting the grill in place again. Clean the outside of the fridge.
- If there is a dishwasher, it must be cleaned and clean the sieve.
- Wipe down table and chairs.
- Clean/coffee maker/percolator and kettle.
- Clean bread toaster.

### **Bedrooms**

- Wash any terry cloth robes, bedspreads and similar.
- Vacuum mattresses and bed bases.
- Vacuum and wipe off the bed frame.
- Wipe wardrobes inside, outside and on top.
- Wipe down bedside tables inside and outside.

### **Bathroom/Sauna**

- Remove any lime deposits in the shower room, including on tiles.
- Clean the bathroom cabinet inside and outside, polish the mirror.
- Clean the sink, top and bottom, as well as the water lock.
- Clean all surfaces of the toilet seat.
- Wipe all pipes.
- Clean floor drains.
- Wash the shower curtain.
- Replace toilet brush.
- Remove the detachable front of the hot water tank and clean. Wipe down the outside.
- If applicable
- Scrub sauna benches (also on the underside where possible) and sauna walls.
- Clean the sauna bucket and ladle.
- Wipe the outside of the sauna oven.
- Bath/SPA – clean in accordance with the instructions.

## Hall

- Wipe wardrobes inside, outside and on top.
- Wipe down hall furniture and shoe rack.
- Polish the mirror.
- Clean the drying cabinet, including above, as well as the valve and hose.

## General

- Polish all windows inside and outside and between the panes and wipe all frames. Don't forget terrace/balcony door and window in the bathroom/sauna.
- Take down and shake/air all curtains, wipe down all curtain rails. Replace rings/curtain hooks if missing. Wash if necessary.
- Take down any notice boards decorations, etc. and wipe any wall hangings, shake and air.
- Wet-wipe all walls and remove stains.
- Wipe all elements and vacuum/wet dry.
- Remove all lamp bowls and neon light covers, vacuum clean/dry clean.
- Clean all skirting boards and covings.
- Vacuum and wet mop the floor, remove any marks and stains.
- Dry stairs and balustrades in apartments where there are any.
- Fireplace: Remove ash and wipe the fireplace outside, clean door with oven cleaner.
- Wipe down all doors and kickplates.
- Clean all vents in ceiling/walls.
- Clean the cleaning cabinet inside, outside and on top.
- Clean the vacuum and make sure it has a new bag inserted.
- Remove and discard food/dry goods, dish brushes, dish cloths, as well as magazines, brochures and advertising.

## Outdoor

- Clean the patio/balcony and any outdoor furniture.
- Empty and clean any ash trays.
- Clean any ski storage room.

### **Spring Cleaning:**

- Vacuum/dry all surfaces.
- Clean all floor- and ceiling moldings.
- Clean all vents in ceiling/walls.
- Pull all kitchen drawers out and wipe off on the inside and wipe off all door fronts and handles.
- Clean the hob, plates, grill, oven and the roof of the oven. Oven cleaner works well for this.
- Take down and clean the hob fan, take off the cover for the fan lamp and clean it.
- Remove any lime deposits in the shower room, including on tiles.
- Clean floor drains.
- Polish all windows inside and outside (not between the panes) and wipe all frames.
- Clean the outdoor terrace/balcony and any outdoor furniture.