

Post-Construction Commercial Cleaning Checklist

A comprehensive checklist to ensure newly constructed or renovated commercial spaces are clean, polished, safe, and ready for occupancy.

1. General Site Cleaning

- ☐ Remove construction dust and debris
- ☐ Collect and dispose of leftover materials
- ☐ Remove packaging, labels, and protective films
- ☐ Sweep and vacuum all areas
- ☐ Wipe down surfaces and fixtures
- ☐ Clean corners, edges, and hard-to-reach areas

2. Floors & Carpets

- ☐ Remove dust and construction residue
- ☐ Vacuum carpets thoroughly
- ☐ Deep-clean carpets where needed
- ☐ Mop hard-surface flooring
- ☐ Remove paint, adhesive, and grout residue
- ☐ Polish floors where applicable
- ☐ Clean floor edges and baseboards

3. Windows & Glass

- ☐ Clean interior and exterior glass
- ☐ Remove stickers and protective films
- ☐ Remove paint and adhesive spots
- ☐ Clean window frames and sills
- ☐ Wipe glass doors and partitions
- ☐ Polish handles and hardware

4. Walls, Ceilings & Fixtures

- ☐ Dust walls and ceilings
- ☐ Remove marks and smudges
- ☐ Clean vents and air returns
- ☐ Dust light fixtures and ceiling fans
- ☐ Wipe switches and electrical plates
- ☐ Clean exposed pipes and fittings

5. Doors & Woodwork

- ☐ Clean doors and door frames
- ☐ Remove dust from hinges
- ☐ Wipe door handles and knobs
- ☐ Clean cabinets and shelving
- ☐ Remove construction residue from woodwork
- ☐ Polish finished surfaces where required

6. Restrooms

- ☐ Clean and disinfect toilets and urinals
- ☐ Scrub sinks and countertops
- ☐ Clean faucets and fixtures
- ☐ Wash and disinfect floors
- ☐ Clean mirrors and glass
- ☐ Remove grout and construction residue
- ☐ Clean partitions and doors
- ☐ Restock soap, tissue, and other supplies

7. Kitchen & Break Areas

- ☐ Clean countertops and backsplashes
- ☐ Wipe cabinets inside and out
- ☐ Clean sinks and faucets
- ☐ Clean appliances and equipment
- ☐ Remove construction dust from vents
- ☐ Mop and disinfect floors
- ☐ Clean tables, chairs, and surfaces

8. Offices & Common Areas

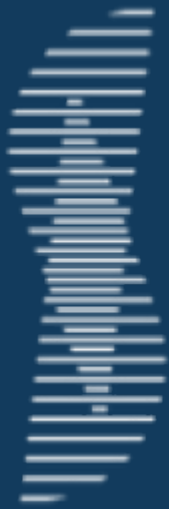
- ☐ Dust desks, counters, and furniture
- ☐ Clean conference rooms
- ☐ Wipe reception areas
- ☐ Clean stairways and hallways
- ☐ Sanitize high-touch surfaces
- ☐ Empty and clean waste bins
- ☐ Clean elevators and elevator interiors

9. Exterior & Entry Areas

- ☐ Sweep entrances and walkways
- ☐ Remove construction debris
- ☐ Clean exterior doors and glass
- ☐ Clean loading and service areas
- ☐ Remove dirt from entry mats
- ☐ Clean parking or accessible areas

10. Final Detail Cleaning

- ☒ Inspect every room
- ☒ Remove remaining dust and debris
- ☒ Touch up missed spots
- ☒ Sanitize high-touch surfaces
- ☒ Check floors, glass, and fixtures
- ☒ Final vacuuming and mopping
- ☒ Final quality inspection



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