

Restroom cleaning checklist

Take one sheet into each restroom on a morning walk and tick every line you can confirm.

Facility _____

Restroom or floor _____

Walked by _____

Date _____

Every cleaning visit

- ☐ Bowls and urinals scrubbed, outer surfaces and bases wiped
- ☐ Seats, hinges and flush handles wiped
- ☐ Sinks, faucets and counters clean and dry
- ☐ Mirrors free of streaks
- ☐ Dispenser outsides wiped
- ☐ Stall doors, latches and partition edges wiped
- ☐ Door handles, push plates and switches clean
- ☐ Trash and sanitary bins emptied and relined
- ☐ Floor swept and mopped to the door

Weekly detail

- ☐ Light scale gone from faucets, valves and bowl rims
- ☐ Stall panels and doors wiped front and back
- ☐ Floor drains flushed
- ☐ Corners and floor edges hand-scrubbed
- ☐ Baseboards clean behind toilets and under sinks
- ☐ Vent covers dusted

Periodic deep work (weekly, monthly or quarterly)

- ☐ Tile floor machine-scrubbed and grout lines extracted
- ☐ Heavy mineral crust lifted from fixtures
- ☐ Wainscot and wall tile washed in full
- ☐ Partitions fully washed, top rails included
- ☐ Exhaust grilles and light lenses dusted
- ☐ Towel units, soap dispensers and dryers detailed

Restocking

- ☐ Bath tissue in each stall, backup roll where it fits
- ☐ Paper towels loaded at each sink
- ☐ Liners in each waste can and sanitary bin
- ☐ Hand soap filled at each basin
- ☐ Hand sanitizer topped up
- ☐ Seat covers stocked in each stall

Follow-up

- ☐ Misses noted and passed to your contact
- ☐ Rooms that run out early flagged for daytime checks
- ☐ Next deep clean date confirmed

Notes
