



## How Does Your Current Cleaning Company Measure Up?

Cleaning is very subjective, which means everyone has their own idea of whether or not their facility is really clean. So we've put together this checklist for buyers of cleaning services so you can do your own "white glove test" to see if your location is up to par.

**Do a quick walk-through of your facility and rate each area with a Pass or Fail.**

Entryway	Pass	Fail
Free of soil, cobwebs and dust. Mats are vacuumed.		
Doorway glass and frame is free of soil, cobwebs and fingerprints.		
Lobby/reception area - magazines and chairs are straightened.		
Receptionist counter wiped.		

Office Areas	Pass	Fail
Ceiling and wall vents free of dust.		
Pictures, frames, file cabinets, computer monitors, ledges, window sills free of dust.		
Office chairs, tables and countertops are free of soil, dust, fingerprints, coffee/soda rings.		
Behind doors are free of dust and cobwebs.		
Doors and kick plates - free of soil, dust, fingerprints, and black heel marks.		
Door handles, light switches and other touch points are thoroughly cleaned.		
All areas have been vacuumed, including areas under desks and trash cans, along edges and behind moveable furniture.		

Restrooms	Pass	Fail
Toilet paper, hand towels, soap dispensers and other products are well stocked.		
Mirrors are free of streaks.		
Sinks are free of soil and build-up around faucets and drains.		
Restroom stalls (tops, walls, toilet paper dispensers) are free of dust, soil and fingerprints.		



Toilets are clean – top, seat, around the bowl, tank, around the caps, and inside the bowl.		
The floor behind the toilets are free of debris, soil and urine.		

Janitor Closet	Pass	Fail
Janitor closet is organized, with heavy items on lower shelves.		
No trash has been left in trash bin.		
No mop water has been left in the bucket and the mop sink is clean.		
Vacuum cleaners have been emptied, are free of dust and stored properly.		
Tools such as mops and brooms are clean and organized.		
SDS sheets are in a binder, specifications lists are available, emergency phone numbers are posted, keys locked in lock box.		

## How did your facility measure up?

Count the number of “Fail” checkmarks for your rating.

- 0-2     You’re in great shape and it shows!
- 3-6     Pretty good but opportunity for improvement.
- 7-10    A few too many items need attention.
- 11 +    Attention is needed now!

## We’ll help you Raise Your Score!

**Seventy percent of our clients have stuck with us for over 11 years.** They say it’s because of:

- Outstanding value
- Attentive customer service
- Thorough cleaning, and
- Consistent results they can rely on

**What’s Important to You Matters to Us.** Your satisfaction is our priority and we guarantee top performance because we have an attention to detail that other cleaning companies don’t.

**Give us a call today at 781-862-4886**