

## **MOLTKESVEJ 6 + 10 + 12 + 14 MAIN CLEANING FALL 2021**

From the 23<sup>th</sup> of October until the 7<sup>th</sup> of November

The inspection will be carried out on November 8 - unless you have made an appointment with us before this date. Appointments can be made on weekdays during the caretakers working hours. **We strongly recommend that you attend the inspection.**

**IMPORTANT** If any cleaning tasks are not approved during the cleaning control a follow-up control will be scheduled. If nothing else is arranged, this control will be planned for 3 days later. Are there still tasks that cannot be approved, a cleaning company will be ordered to do the cleaning for you and the expense will be required from the resident/residents that did not get the cleaning approved.

- **UNIVERSAL RENGØRING** is for everything except the floor
- Glass parts on windows and doors must be cleaned with **TOTAL PUDS**
- **TOTAL GULVVASK** is for the floors

**Lacking cleaning supplies must be picked up before the cleaning starts.**

According to the house rules, §2 subsection 5, all residents are obligated to participate in a thorough cleaning twice a year:

*Subsection 5. Twice a year all residents are obliged to participate in deep cleaning of the common rooms. The cleaning day is held biannually according to a plan delivered by the caretaker and next day the inspector and/or the caretaker will inspect the common rooms. If the cleaning is not properly performed the caretaker is authorised to order a cleaning service on the account of the kitchen/the corridor/the residents.*

## The cleaning must follow this plan

	Approved	
	NO	YES
<b>ST.TV - Hallway + Front end of the bike room</b>		
Remove spider web		
Clean the walls		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep the floor		

<b>ST.MF - Entrance</b>		
Remove spider web		
Clean the walls		
Clean the Radiator		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Clean Doormat and under it		
Sweep and wash the floor		

<b>ST.TH - Drying room 1</b>		
Remove spider web		
Clean the walls		
Clean the Radiator		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep the floor		

<b>1.TV - Laundry room</b>		
Remove spider web		
Clean the walls		
Clean sink and tap		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep and wash the floor incl. drain		

	Approved	
	NO	YES
<b>1.MF - Drying room 2</b>		
Remove spider web		
Clean the walls		
Clean the Radiator		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep the floor		

<b>1.TH - Back entrance</b>		
Remove spider web		
Clean the walls		
Clean the Radiator		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Clean Doormat and under it		
Vacuum the floor		

<b>2.TV - Stairway</b>		
Remove spider web		
Wash the railing		
Clean lamps, walls & doorframes		
Sweep and wash the stairway		

<b>2.MF - Trolley room</b>		
Remove spider web		
Clean the walls		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep the floor		

<b>2.TH - Far end of the bike room</b>		
Remove spider web		
Clean the walls		
Clean and wash the window inside and outside		
Clean up and remove stuff without an owner.		
Sweep the floor		

# The cleaning blueprint

