



Presents

The Insider Secrets to Clean
Your House Like a Professional



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Where Do I Start?

You've made it through another work week and you have finally found the time and energy to tackle your house cleaning.

The dust and clutter simply won't go away on its own and you just can't ignore the mess anymore. Or you've got company coming and you have to quickly make your home presentable before they arrive.

Whatever the reason, you just can't put it off any longer.

But where to start....

What most people do is to just pick a room at random and just start some kind of cleaning task. That may be collecting items that need to be thrown out, wiping down counter tops, vacuuming the carpet, or dusting the furniture.



Even though all of these tasks are important, doing things randomly normally just leads to distractions as you continually find new things to do. Pretty soon, you've started several tasks and finished none.

Let's face it. Cleaning your whole house, or even a few rooms, can seem like a major undertaking. But if you go about it in an organized way with some simple strategies that the pros use, it will dramatically reduce the time and effort needed to make your house look remarkable.

Having a clean home not only is a cozier and a healthier environment for your family and pets, but gives you that feeling of being more organized, productive and stress free.

Cleaning Your House Like a Professional

To make your home look like it has been professionally cleaned, it takes more than your “standard maid service” tasks. It takes a system and particular techniques to move through your house and achieve all those little details that most people miss.

If you follow the suggestions in this guide, we know that you will have your home looking so great that your guests will complement you every time they visit.

But now only is it important to know how to clean your house properly, it is also important to know what to avoid so you don't ruin any of your appliances or furniture.

Ready? Let's get started...

Dusting

It is general agreement that when it comes to cleaning, it is best to start at the top and work down. That means one of the first things you will do is dusting. We know that most people don't like dusting.

In many homes you visit, you can probably write your name in some nooks and crannies. So, just dusting your home a couple times a month is an easy way to make your place look much better than the average home.

We also list dusting first, because it allows you the opportunity to fluff pillows and cushions, pick things up off the floor, fold throw blankets and other basic tidying tasks.

Dusting also challenges you to do a more complete job of cleaning. If you miss an area, it is really going to be visible within a couple of days compared to everywhere else in the house.



Cleaning Tip: We recommend using micro fiber cleaning cloths which work very well for dusting as well as for mirrors and glass. When using furniture polish, be sure to spray the polish on the cloth and not the furniture.

Move Items

It is important that you take the time to move items when dusting. It is actually more efficient to move all items before dusting than picking up each individual item and dusting under it! If it is a completed arrangement of items, professionals will often use their cell phone or camera to take a picture of the area before starting so everything gets replaced just as the client likes it.

Ceiling Fans

This is probably the item that most people ignore the most. Professional cleaners often relate stories about ceiling fans dripping with dust, when they can easily be reached by a footstool or chair. Once you take the time to clean your ceiling fan clean, it is quite easy to do it every time after that. Plus, the fan is not blowing dust around your room.

Window Ledges

Be sure to raise all blinds or open all curtains to properly access the window ledges.

Door Jams and Light Switch Plates

A damp cloth with a small amount of cleaning product on it is all you need to take care of these often overlooked areas.

Patio and Entry Doors

These are an absolute must, especially where children and pets live.

Baseboards

This is one area a lot of maid services do not touch. However, they are one of the key things that will make your house look clean. Even if you clean everything else, those dirty baseboards will stand out. If you clean them regularly, then a vacuum will do a decent job. If you haven't cleaned them for a while, then you will probably need to use a damp cloth or mop to get off that built up dust.

And Always the Basics

Then there are the areas of the house that always need to be dusting regardless of whether you are doing a general cleaning or just touching up the house a bit.

Will all know we need to dust the tops of tables and our knick-knacks, but also remember these other areas: the bed frame including the side rail, door panels, banisters, spindles, the sides of cabinets and armoires, chair legs and table bases, pictures and their frames, curtain rods, stairwell ledges, dining room table legs and bases.



Regularly dusting your house properly will not only give you a home that you enjoy living in, but one that you will be proud to show off.



Cleaning Tip: If you do a lot of vacuuming, you should lift the cushion on your sofas and dust those crumbs and other debris onto the floor. This will save you a lot of time later on when vacuuming the house. (or pulling the vacuum out again when you realize you forgot to clean this.)

Kitchens

Your kitchen cleaning should always begin with the refrigerator and stove.

Refrigerators

Always wipe the door panel, handle and top of the refrigerator.

Self-Clean Ovens

Remember to remove the racks before you start the cleaning cycle!

Ovens

Make sure you remove the lower draw before you spray the oven, because the oven cleaner may drip into it and remove the enamel of the drawer. Put 4 or 5 pages of the newspaper on the floor instead to catch any drips. And, removing the drawer makes it easier to clean under the stove.

In addition, you can also make life easier for yourself if you fold a couple of paper towels and put them in the door cracks before you close the door. This absorbs any drips that may happen.

Small Appliances

Toasters, coffee makers, microwaves — clean and polish.

Sinks

One of the areas that gets dirty quickly is under the kitchen sink. Make sure you wipe it down and tidy it up. Do the same for the garbage area.

Dishwasher

Wipe and polish the outside of your dishwasher. It's amazing how many little things get splash on it that we try not to notice.

Bathrooms

Bathrooms are probably the least favorite part of the house to clean, but are one of the most important areas to concentrate on. Not only you use it daily, but so will the guests you have over.

The problem with bathrooms is that we tend to get used to how they look over time. Learn to look at them the same way someone visiting your home for the first time would see it. For instance, you may have gotten use to seeing the busy counters and bathtub ledges filled with personal items, but some may find that unsightly.

Toilets

Make sure that you clean the bowls, bases, fronts, tops, and especially in and around the seat fasteners where dirt has a tendency to collect.

Be sure to wipe behind the toilet and around the base of the toilet by hand, because a mop just can't do that job correctly.



Mirrors

The problem with mirrors is that they need to be streak-free from all angles. If they don't, they will not look clean and you'll just end up having to do them again. What we find equally as important is that really clean mirrors will stay cleaner longer!

If you have a buildup of the usual glass cleaners, we recommend you use a foam glass cleaner like Bon Ami. If that doesn't work for you, then the old standard of vinegar and water should do the trick every time.

Fixtures

Remember to clean all the lights (including the bulbs when they are cool), the tops of the shower curtain rod, and the toilet paper and towel racks.

Another area that often gets overlooked is the underside of faucets where the faucet meets the sink and tubs. A little hot water and a simple nylon scrubber is generally all you need to get rid of the gunk.

Also, take the time to look at the track if you have one of those shower doors with a metal trim. A lot of scum can build up under the door where it is out of site.



Cleaning Tip: If halogen bulbs are used over the bathroom mirror, remember to clean the mirror before you turn them on, because the heat from the lights will make it impossible to get a streak-free finish.

Vacuuming

This can be a big job, but it is possible to be fast and thorough if you are organized. If your house has hard surface floors, it is even more important to vacuum well as we recommend always mopping afterwards. The mopping is only as good as the vacuum that comes before it.

Area Rugs

For large area rugs - 8 x 10 or larger - vacuum under the edges or fold it back. Pick up smaller rugs to prepare for mopping afterward.

Furniture

If you are able to, move couches, chairs, and other items like bedside tables. Beds should also be moved every two or three months to vacuum underneath.

Fireplaces and Wood Stoves

If you have (and use) a wood stove or fireplace, vacuum the hearths to

remove to remove ashes so they don't blow around to other parts of the house.

Kitchens

While vacuuming your kitchen, remember to open the bread drawer or where the toaster gets stored and vacuum up the crumbs. Also check the cutlery drawer!

Closets

Don't ignore what's behind the closet doors. Open them and vacuum the floor inside. It may be necessary to move things off the floor, especially the front hall closet where a lot of dirt can be tracked in on the families shoes.

Garages

If you have a entrance from the garage into the house, vacuuming into the garage will help keep the grit from making its way into your home.



Patio Doors

Open the patio doors and vacuum the tracks.

Lamp Shades

Lamp shades can really collect dust, but special care should be taken when vacuuming them. Hold the seams with one hand while you vacuum to support it and reduce the suction on the vacuum, if possible, on more delicate shades.

(Professional cleaners always vacuum the floors instead of sweeping because it does a better job.)

Mopping

Not all mops are created equal and two types are typically used. The first has a rag type head, of which the mop head is generally made up of strips of cloth, which are used on baseboards and tile floors. For hardwood floors, a flat micro fiber mop works great.

The Baseboards

You should always do the baseboards first, making sure the mop is wet enough - without being soaking - to really clean them. Don't try doing the entire house at the same time. It can get boring really fast and your level of cleaning can start to dip.

Hardwood Floors

One of the great products to use cleaning hardwood floors is about a cap full of Murphy's Oil Soap in about 2 gallons of hot water. Get the mop wet and then ring it out by hand. Remember, you want to get it wet, but not soaking wet.



Cleaning Tip: Always mop your way OUT of the room. It helps keep the mop head going in the same direction as the grain of the hardwood floor. This is what reduces the chance of creating streaks on the floor.

Tile Floors

You can use the same mop to wash all of your tile floors. Whether you do them all at once or a floor at a time is up to you. Take the time to mop under furniture, and around all those table and chair legs.

When they are dry, replace anything you've picked up off the floors.

Like Some More Tips & Tricks? Check these out:

- ◆ To get your refrigerator looking really clean, you are going to want to pull it out - but there are two things you need to remember. First, if you have an icemaker there is a direct water feed connected and you don't want to pull this line away from the wall. Second, a refrigerator is heavy and may scratch the floors, so you may want to get some help and keep an eye on the floor.
- ◆ Stainless steel appliances can be a challenge. There are two ways to clean a stainless refrigerator door. The easiest is to wet half of a micro fiber cloth, using the wet side to clean and the dry part of the cloth to dry it. If you want to use a stainless cleaner, two good products are made by Home Depot (Zep) and 3M. *Remember to always wipe in the direction of the grain of the stainless.*
- ◆ Sometimes you may find brown stains on the top of stainless steel cook tops that you can't remove. Take a can of oven cleaner and spray the spot where the stain is at. Wait 10 minutes and use a sponge or soft cloth to wipe it clean. *Remember to never use anything more than a soft cloth or sponge on stainless steel.*
- ◆ Next time you sit on the toilet, look around and make sure the sight line is clean. After all, this is what your guests will be seeing.



Now that you know how to clean your house like a professional, we hope you will download and print a simple checklist we created to help keep your cleaning process even more organized.

You can get it at <http://www.kleanslateus.com/free-home-cleaning-guide>

When you complete the list, your house should look cleaner than it has ever before. So grab your favorite beverage, sit back and enjoy the view.

Need Some Help?

We know that life can get busy and sometimes the thought of cleaning your entire home is daunting. That is certainly understandable. Consider calling a professional for a one time clean and enjoy that feeling of happiness when you come home, open the front door and enter an absolutely pristine house.

Many of our clients are faced with doing seasonal cleaning or are having a family event or a party during the holidays. A little extra help with the house cleaning can make the difference between enjoying the events or pulling your hair out.

We are very fortunate to have a loyal customer base, which enjoy our ability to custom tailor a program for each household or office. Not only can we tailor a cleaning program for you, but we also can coordinate other services around your home - so you only need to call one number to have any cleaning, landscaping or organizing task completed to your satisfaction.

A lot of clients are seasonal visitors to our state and they enjoy a nice level of comfort knowing that their place will be taken care of while they are away and nicely cleaned when they return for the season.

So, if you want your home or office looking better than it ever has before, we invite you to call us at 866-885-5326 or email us at <http://www.kleanslateus.com/contact-us>.

We that you found this guide helpful. If you think someone else might find it valuable, please email it to them even if they don't live anywhere near the Tampabay area.

Sincerely,

The KleanSlate Team