

Spring Cleaning Guidelines

Dear Tenants,

As spring approaches, we encourage all tenants to take part in a thorough spring cleaning of their residences. Below are some guidelines to help you get started:

General Guidelines

- Start with decluttering each room. Dispose of any items you no longer need.
- Dust surfaces using a microfiber cloth, including shelves, baseboards, and light fixtures.
- Vacuum or sweep floors thoroughly, paying extra attention to corners.
- Mop hard floors with an appropriate cleaner.

Kitchen Cleaning

- Clean out the refrigerator, removing expired items and wiping down shelves.
- Sanitize countertops and clean the oven and microwave.
- Empty and clean the sink and garbage disposal.

Bathroom Cleaning

- Scrub and sanitize sinks, tubs, and toilets.
- Wipe down mirrors and any glass surfaces.
- Replace old or empty toiletries with new supplies.

Living Spaces

- Wash any throw blankets and cushion covers.
- Clean windows and window sills to let in more light.
- Organize any books, magazines, or other media.

We appreciate your cooperation in maintaining a clean and pleasant living environment for everyone. If you have any questions or need assistance, please feel free to contact us.

Thank you!

Sincerely,

[Your Name]

[Your Position]

[Property Management Company]

[Contact Information]