Restroom checklist: nightly to deep clean

Walk each restroom with this sheet and tick what you see done or stocked.

Building _____ **Restroom** _____

Checked by _____ **Date** _____

Each visit

- ☐ Toilets and urinals cleaned inside and out, bases and hinges too
- ☐ Sinks and faucets scrubbed, counters wiped dry
- ☐ Mirrors streak-free
- ☐ Flush levers, faucet handles, latches, door pulls and dispenser levers wiped
- ☐ Touchpoints given an EPA-registered disinfectant for its full label dwell time
- ☐ Sanitary containers and waste bins emptied, fresh liners in
- ☐ Floor swept and mopped last, toward the exit

Weekly detail

- ☐ Partitions and stall doors washed, latches and hinges too
- ☐ Early hard-water scale lifted from faucets and bowls
- ☐ Floor drains rinsed through
- ☐ Cove base and inside corners scrubbed by hand
- ☐ Hand dryers and dispenser covers detailed
- ☐ Wall tile beside sinks and urinals spot-washed

Periodic deep work

- ☐ Tile and grout joints machine-scrubbed, slurry picked up
- ☐ Thick mineral scale cleared from every fixture
- ☐ Partitions and tiled walls washed top to bottom
- ☐ Vent grilles and light covers cleaned
- ☐ Baseboards and corners detailed

Restocking

- ☐ Seat covers stocked in each stall
- ☐ Hand soap dispensers refilled
- ☐ Toilet tissue in every stall plus a backup roll
- ☐ Can liners on hand for each bin
- ☐ Paper towels loaded at each sink
- ☐ Sanitizer by the entry or on the vanity
- ☐ Closet reserve back to the room's par level

Notes