**Restroom Cleaning Checklist**

## **Daily Tasks**

* Restock toilet paper, hand soap, paper towels, and hand sanitizer.
* Empty trash cans and replace liners; disinfect trash receptacles.
* Clean and disinfect toilets, urinals, and sinks.
* Wipe down mirrors and remove spots and streaks.
* Sweep and mop floors with disinfectant cleaner.
* Spot clean walls, partitions, and door handles.
* Check for odors and use air fresheners if necessary.

## **Weekly Tasks**

* Deep clean all restroom fixtures, including sinks, toilets, and urinals.
* Clean grout lines and scrub tiles to remove buildup.
* Disinfect high-touch areas such as stall locks and light switches.
* Dust and clean vents and air ducts.
* Polish metal fixtures to remove water spots and streaks.

## **Monthly Tasks**

* Inspect for maintenance issues such as leaks or broken fixtures.
* Deep clean trash cans and disinfect thoroughly.
* Dust and clean light fixtures; replace burnt-out bulbs.
* Inspect and clean caulking around sinks and tiles, repairing as needed.