

CLEANING AND SANITATION INSPECTION FORM SPRING 2022

Location		Staff Completing Inspection	
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<i>Initial Violation Found</i>		<i>Re-Inspection Violation Found</i>		Inspection Items
YES	NO	YES	NO	
				KITCHEN (Do Not Pull Stove Away From Wall)
				Discard aluminum foil or other materials that are covered with grease.
				Degrease and clean oven inside and out.
				Clean stove top, including drip pans.
				Clean under stovetop.
				Degrease and clean vent-a-hood and grease screen.
				Degrease and clean refrigerator inside and out. Remove any mold or mildew.
				Clean dishwasher. Remove any mold or mildew.
				Degrease and clean kitchen walls.
				Degrease and clean cabinet exteriors.
				Remove all newspaper or non-contact paper item being used as shelf paper in cabinets. (Only Contact Paper Allowed)
				Degrease and clean countertops.
				Degrease and clean sink and faucet.
				Scrub tile floors thoroughly with degreaser.
				Store all food in sealed containers.
				Remove trash to the dumpster.
				BATHS
				Remove dirt, soap residue, mold and mildew from bathtub, shower, tile, and grout with suitable bathroom/tile cleaner.
				Disinfect and clean toilet with suitable bathroom/tile cleaner.
				Clean sink, countertop, and mirror with suitable bathroom/glass cleaner.
				Scrub tile floors thoroughly with bathroom cleaner.
				GENERAL INTERIOR
				Organize personal property and perform general housekeeping to ensure safety of occupants.
				Remove trash to the dumpster.
				Vacuum carpet thoroughly to remove excessive debris OR Sweep and mop floors through to remove excessive debris
				Pest Control Issue

White: Apartment Life Office Yellow: Resident-Follow Up Inspection Pink: Resident-Initial Inspection

Date of Initial Inspection		Time of Inspection	AM/PM
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Initial Inspection Summary: Your residence has **FAILED inspection**

Please see the back of this form for additional instructions about the re-inspection process.

Date of Re-Inspection	Tue. March 1 st , 2022	Time of Inspection	AM/PM
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Re- Inspection Summary Your residence has: **PASSED** the inspection **FAILED** the inspection

NOTES:

According to the Apartment Handbook, residents are required to pass the RA's initial inspection.

A \$20 re-inspection fee will be charged to leaseholders who fail the initial inspection.

If the residence does not pass the initial inspection, the leaseholder must correct the items that failed before **8 AM on Tuesday March 1st, 2022.**

Units that failed the initial inspection will be re-inspected between 8 AM – 5 PM on Tuesday March 1st, 2022.

Residents will not have a choice in which date their unit will be re-inspected and will not be given notification of when the RD is completing the re-inspection.

Please make sure that all items that failed during the initial inspection are corrected by
8 AM on Tuesday March 1st, 2022.

Please note, you are **NOT** required to be present during the time of inspection. However, if the staff is unable to inspect an apartment, because the door is dead bolted and the resident fails to open the door, the unit will automatically fail the inspection.

Once the re-inspection is completed the inspection results are final.

If the leaseholder fails the re-inspection, the residence will be cleaned and the leaseholder will be charged the required cleaning fees and will be referred to the Office of Community Standards for a conduct violation. Contracted cleaning service fees for an occupied residence are noted below:

Charge	Cleaning Required
\$75	General Kitchen
\$75	General Bath
Varies	Other Necessary Cleaning