

Here's a summary of the service you can expect.

# OUR CARETAKING SERVICE STANDARDS

We are committed to keeping the communal areas of your home clean, tidy and safe.




## EVERY WEEK WE WILL

- ✓ Sweep, litter pick and weed footpaths and communal areas such as drying areas and car parking areas
- ✓ Sweep and mop internal corridors, lobby areas and staircases, and/or vacuum clean carpeted areas
- ✓ Sweep and clear bin storage areas and bin chutes
- ✓ Sweep external corridors and walkways
- ✓ Clean glazing and handles of communal doors
- ✓ Remove any cobwebs
- ✓ Check lights in all communal areas and renew any faulty light bulbs
- ✓ Clean handrails, stair facias and skirting
- ✓ Clean any marks from walls
- ✓ Tidy any non-household waste items (such as dumped furniture) and arrange for it to be removed within the next 5 working days
- ✓ Clean, sweep and mop or vacuum-clean lifts, including polishing mirrors and metal surfaces



## ONCE A MONTH

### WE WILL

-  ✓ Mop external corridors and walkways
-  ✓ Clean the inside of communal windows and the outside at ground floor level
-  ✓ Remove and clean light fitting covers (every 3 months)

## IF YOU LIVE IN A SHELTERED HOUSING SCHEME, WE WILL ALSO



### ONCE A WEEK CLEAN

- ✓ Communal living and kitchen areas
- ✓ Laundry rooms
- ✓ Guest rooms (before and after each time they are used)
- ✓ Communal bathrooms