



**Daily Cleaning Checklist**

<b>Initials</b>	<b>Cleaning checklist</b>
	Clean and sanitize grooming table <ul style="list-style-type: none"><li>• Wipe tabletop and arm between each pet</li><li>• Wipe down base of table, remove all hair around hydraulic or electrical unit</li></ul>
	Clean and sanitize bathing tub <ul style="list-style-type: none"><li>• Sanitize tub and rinse with hot water between each pet</li><li>• Wipe down walls, sprayer hose, faucet</li><li>• Remove all debris and hair from inside the tub and tub grate/mat</li></ul>
	Clean and sanitize grooming kennels <ul style="list-style-type: none"><li>• Clean and sanitize all 5 interior surfaces between each pet</li><li>• Remove hair off kennel doors, wipe down latches</li></ul>
	Clean and sanitize floor & anti-fatigue mat <ul style="list-style-type: none"><li>• Vacuum, mop and sanitize</li></ul>
	Personal grooming tools <ul style="list-style-type: none"><li>• Clean and sanitize blades, shears, brushes and combs ect. Between each pet</li></ul>
	Vacuum all surfaces <ul style="list-style-type: none"><li>• Tops of kennels, behind kennels, corners, floors ect.</li></ul>
	Empty shop vac <ul style="list-style-type: none"><li>• Remove motor housing, empty shop vac bucket, brush off the filter</li></ul>
	Wash doors, windows and ledges <ul style="list-style-type: none"><li>• Sanitize inside and out, remove all smudges and nose prints</li><li>• Wipe all window ledges inside and out</li></ul>
	High-velocity dryers <ul style="list-style-type: none"><li>• Wipe down dryer housing</li><li>• Wipe down hoses</li><li>• Vacuum hair off filter</li></ul>
	Wipe down all surfaces <ul style="list-style-type: none"><li>• Tables, kennel tops, cabinets, counters, ect.</li></ul>
	Shampoo and supply storage <ul style="list-style-type: none"><li>• Wipe down supplies</li><li>• Organize all grooming products used neatly in storage cabinet or shelf</li></ul>
	Wash and dry towels (if applicable) throughout the shift <ul style="list-style-type: none"><li>• Wash all dirty towels</li><li>• Fold all dry towels neatly</li></ul>
	Sanitizing solution <ul style="list-style-type: none"><li>• Dispose of all premixed sanitizing solutions once cleaning list is complete</li></ul>

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Monthly Cleaning Checklist

Initial	Cleaning Checklist
	Deep cleaning grooming floor <ul style="list-style-type: none"> <li>Using a deck brush and hot soapy water, scrub entire floor, mop entire floor</li> <li>Wipe floor edging</li> </ul>
	Deep clean grooming tables and arms <ul style="list-style-type: none"> <li>Sanitize tabletops and scrub with a firm brush to remove debris</li> <li>Remove grooming arm, clean hair and debris trapped under the clamp</li> </ul>
	Deep clean grooming kennels <ul style="list-style-type: none"> <li>Wash and sanitize outside of grooming kennels, top of kennels, back and in between sections</li> <li>Wash kennel doors</li> </ul>
	Deep clean grooming walls <ul style="list-style-type: none"> <li>Using sanitizing spray and a clean rag, spray walls and wipe clean of hair and dander, using a step ladder and spotter as needed</li> <li>Wipe all door frames</li> </ul>
	Deep clean grooming room light fixtures (as applicable to location) <ul style="list-style-type: none"> <li>Using sanitizing spray and a clean rag, wipe down covers of light fixtures removing dander, and hair</li> </ul>
	Clean high-velocity dryer hoses <ul style="list-style-type: none"> <li>Remove hoses, rinse inside and out with warm water, let air dry, replace hoses</li> </ul>
	Clean and sanitize shop vac <ul style="list-style-type: none"> <li>Remove hoses, rinse inside and out with warm water, let air dry, replace hoses</li> <li>Check filter for rips or holes, replace as needed</li> </ul>
	Check all grooming loops <ul style="list-style-type: none"> <li>Check all grooming loops on tables and inside the bathing tubs to ensure they are not chewed or frayed</li> </ul>
	Check grooming supplies <ul style="list-style-type: none"> <li>Wash all windows, free of dander, smudges etc.</li> </ul>
	Wash mophead (as applicable to location) <ul style="list-style-type: none"> <li>Wash mophead in washer and hang to dry</li> </ul>
	Sanitize mixing bottles <ul style="list-style-type: none"> <li>Thoroughly wash the mixing bottles using hot soapy water</li> <li>Rinse bottles thoroughly before use</li> </ul>
	Check all kennels are working properly <ul style="list-style-type: none"> <li>All kennels must be working correctly</li> <li>No broken or damaged parts, reports and issues to a manager</li> </ul>

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