Spotless Cleaning Services Ltd

Cleaning service quality inspection form

Spot-check a clean - supervisor inspection against the standard.

Client	Sarah Mitchell
Date	9 November 2026
Inspected by	Sarah Mitchell
Cleaner	Sarah Mitchell

Checks

Check	Yes	No	N/A
Dusting - all surfaces including high and low areas	☐	☐	☐
Kitchen - to the agreed standard	☐	☐	☐
Bathrooms - to the agreed standard	☐	☐	☐
Floors - vacuumed and mopped, edges done	☐	☐	☐
Bins - emptied, relined, area clean	☐	☐	☐
Client extras completed - as listed	☐	☐	☐
No damage or issues found	☐	☐	☐
Overall finish - would you sign this off?	☐	☐	☐

Actions required

List any issues found and what was done as agreed at the meeting.

Sign-off

Checked by	Signature	Date