

Car dealership cleaning: what we clean

Walk from the front doors to the parts counter with this list and tick each item.

Dealership _____ Address _____
Walked by _____ Date _____

Showroom glass

- ☐ Floor-to-ceiling windows cleaned on the inside
- ☐ Entry doors and push bars
- ☐ Fingerprints cleared from panes beside display cars
- ☐ Glass office fronts, partitions and display cases polished

Showroom floor

- ☐ Dust mop, then damp mop, edge to edge
- ☐ Display platforms, turntables and paths between cars
- ☐ Scuffs near the delivery bay worked out
- ☐ Entry mats vacuumed
- ☐ Burnishing, scrubbing or stone polishing on a schedule

Customer lounge and restrooms

- ☐ Tables, chairs and sofas wiped and vacuumed
- ☐ Magazine racks and charging stations dusted
- ☐ Television wall and children's corner tidied
- ☐ Coffee bar counters, machines, sink and the floor in front
- ☐ Toilets, urinals, sinks, partitions and mirrors
- ☐ Dispensers refilled from our stock or yours
- ☐ Restroom floor mopped and dried

Sales floor, offices and delivery area

- ☐ Sales desks, guest chairs and monitors
- ☐ Finance and closing office glass
- ☐ Shred boxes and paperwork left where they sit
- ☐ Break room counters, sink, microwave and fridge handles
- ☐ Management offices and conference rooms
- ☐ Delivery area floor, glass and seating
- ☐ Hand-off desk cleared and wiped

Service side

- ☐ Write-up desks and check-in kiosks
- ☐ Service waiting area
- ☐ Parts counter top, front and customer floor
- ☐ Advisor offices and cashier window
- ☐ Service drive and shop floors scrubbed on a cycle
- ☐ Entry walks pressure washed
- ☐ Porter litter pickup in customer parking

Notes
