



STORE CLEANING CHECKLIST

Weekly Tasks

- ☐ Deep clean the fitting rooms, including wiping down mirrors, sanitising surfaces, and ensuring proper lighting.
- ☐ Launder or steam clean any clothing items used for displays.
- ☐ Polish and clean jewellery and accessories to maintain their shine.
- ☐ Dust and wipe down any decorative elements such as mannequins, props, or signage.
- ☐ Organise and declutter storage areas and supply closets.



Seasonal Tasks

- ☐ Rotate and refresh displays to reflect the changing seasons
- ☐ Deep clean and sanitise high-touch areas - door handles, cash registers, and payment terminals.
- ☐ Steam or iron clothing items to ensure they are wrinkle-free.
- ☐ Clean and sanitise changing room surfaces, including benches, hooks, and curtains.

Monthly Tasks

- ☐ Clean the windows, both inside and outside, to maintain visibility.
- ☐ Inspect and deep clean carpets or rugs to remove stains and refresh their appearance.
- ☐ Clean air vents and replace air filters to improve air quality within the store.
- ☐ Wipe down light fixtures and replace any burnt-out bulbs.
- ☐ Conduct a thorough inventory check to identify any damaged or unsellable items.

