

**MOFFITT'S MAINTENANCE
& LAWN CARE**
58 East Court Street
Cortland, NY 13045
(607)662-4429

**MAKE READY
PROPOSAL**

CLEANING KITCHEN		CLEANING OTHER ROOMS		MAINTENANCE GENERAL
	Stove		Ceiling	External Doors & Thresholds
	Oven		Walls	Locks / Keys
	Range Hood		Closets & Storage	Weather Stripping
	Microwave		Light Fixtures & Covers	Knocker / Bell / Peep Hole
	Refrigerator		Windows	Electrical Panel (Circuits & Labels)
	Dishwasher		Drapes & Blinds	H.W.H. Drain 5 Gallons
	Sink		Floor	Check Pop-off Valve
	Counter Tops		Doors & Woodwork	Electrical Inspection
	Cabinets & Pantries		Hardware	Light Fixtures / Covers / Bulbs
	Closets & Storage		Wall Plates / Switch Plates	Smoke Detectors
	Windows			Fire Extinguishers
	Drapes & Blinds	CLEAN / CHECK UTILITY AREAS		Air Conditioning & Heating
	Floor			HVAC Filters
	Doors & Woodwork		Water Heater Area	
	Hardware		Furnace Area	Washer Operating & Level
	Wall Plates / Switch Plates		Washer Area	Dryer Operating & Level
			Dryer Area	Refrigerator Operating & Level
CLEANING BATHROOM				Stove & Hood Operating & Level
		PAINTING GENERAL		Dishwasher Operating
				Disposal Operating
	Bathtub & Shower		Remove All Hooks & Nails	Kitchen Cabinet Hardware
	Toilet		Patch Holes	Kitchen Counter Tops & Sink
	Lavatories		Caulk Unit	Kitchen Plumbing
	Counter Tops		Repair Sheetrock	Kitchen Tile / Floor
	Mirrors & Medicine Cabinet		Touch Up	Bathroom Counter Tops & Sink
	Cabinets		Full	Bathroom Plumbing
	Closets & Storage		Living Room	Bathroom Tile / Floor
	Light Fixtures & Covers		Bedrooms	Medicine Cabinet & Mirrors
	Windows		Bathrooms	Towel Bars & Accessories
	Drapes & Blinds		Kitchen	Caulking
	Exhaust Fans		Hallway	Windows, Screens, Locks, & Tracks
	Floor		Closets	Curtain Rods & Blinds
	Doors & Woodwork		Woodwork	Woodwork
	Hardware		Interior Doors	Door Stops & Hardware
	Wall Plates / Switch Plates		Exterior Doors	Bi-Fold & Bi-Pass Doors
			Ceilings	Doors Drag Open-Close
CLEANING BALCONY / PATIO				Patio Door Lock, Screen, Track
				Balcony – Patio, Fence, Deck
	Ceiling			Fireplace – Screen Etc.

