



OBASA / Six Three Suites 100-Point Inspection

The 100-point inspection is meant to be used as a guideline for both cleaners and those inspecting suites. Each item holds a point value of 1 unless otherwise marked.

Suite # _____

Date: _____

Cleaner: _____

Inspection Score: _____

95 + Excellent (1 Pt.)
 90 - 94 Good (0 Pts.)
 below 89 Fail (-1 Pt.)

Cleaner Initials to sign off that the Suite is ready for inspection

Front Entrance

- Front door inside & out _____
- Inside frame & signage _____
- Closet door/tracks _____
- Closet shelves/floor _____
- Light switch & bulbs _____
- Marks on door/Walls _____
- Floor _____
- Hangers (10) _____

Kitchen

- Fridge top _____
- Food in fridge/freezer _____
- Fridge door inside & out _____
- Tent cards on fridge clean _____
- Fridge shelves/drawers _____
- Knife block/knives clean _____
- Cupboards in/out/under _____
- Drawers crumb free _____
- Cutlery tray crumb free _____
- Silverware polished _____
- Utensil presentation _____
- Dishes/glasses (6/8) _____
- Island counter & lip _____
- Counter top/lip _____
- Toaster crumb free _____
- Coffee basket in/above _____
- Sink tap, basin & Drain _____
- Under the sink stocked _____
- Dishwasher _____
- All light bulbs working _____
- Microwave inside & out _____
- Stove top/lip & handle _____
- Burners & liners _____
- Oven inside & out _____
- Stove drawer crumb free _____
- Garbage can in & out _____
- Vent cleaned _____
- Pen and paper _____
- Kitchen floor clean _____
- Cupboards/drawers secure _____
- Phone clean /no messages _____
- Floor clean (-2) _____

Living Room

- Couch under cushions/sofabed _____
- Coffee/end tables _____
- Lamps, bulbs and light switches _____
- TV/DVD/speakers dusted _____
- TV stand dusted _____
- TV stand drawers empty _____
- Phone book _____
- Remotes clean and working _____
- Dining table/chairs clean _____
- Pictures/mirrors dusted _____
- Windows/ledge clean _____
- Baseboards/edges clean/dusted _____
- Binder & inserts _____
- WiFi tent card _____

Master bathroom

- Any hair (-10) _____
- Toilet tank/base/bowl _____
- Sink/faucet /drain polished _____
- Floors/baseboards (-2) _____
- Tub in and out _____
- Shower stall/rod/top edge _____
- Light switch and bulbs _____

Bedroom

- Sheets/pillows stain/hair free _____
- Under bed vacuumed/card _____
- Headboard dusted _____
- Carpet vacuumed/stain free _____
- Hangers (10) _____
- Closet/shelves/track _____
- Clock set _____
- Lamps, bulbs and light switches _____
- Window & sill _____
- Pictures dusted _____
- Drawers clean/hair free _____
- Baseboard heaters dusted _____
- Vellux in closet* _____

extra linen in closet

Bathroom

- Any Hair in Bathroom (-10) _____
- Toilet tank/bowl/base _____
- Sink/faucet/drain polished _____
- Floor/baseboards (-2) _____
- Shower stall _____
- Tub faucet/drain polished _____
- Mirror streak free _____
- Towel Set (6/8)/stain/hair-free _____
- Bathroom amenities _____
- Vanity fixture/bulbs dusted _____
- Cupboard/drawers inside & out _____
- Vent cleaned _____
- Light switch _____

Bedroom #2

- Sheets/pillows stain/hair-free _____
- Under bed vacuumed/card _____
- Headboard dusted _____
- Carpet vacuumed/stain free _____
- Hangers (10) _____
- Closet/shelves/track _____
- Clock set _____
- Lamps, bulbs and light switches _____
- Window & sill _____
- Drawers clean/hair-free _____
- Baseboard heaters dusted _____

Washer/Dryer & Closet

- Lint trap in washer & dryer _____
- Washer inside/outside _____
- Dryer inside/outside _____
- Floors/baseboards (-2) _____
- Mop/pail/broom/dustpan clean _____
- Iron/iron board & cover _____
- Vacuum bag/cannister empty _____
- Vacuum & attachments clean _____
- Amenities on washer _____
- Laundry basket clean _____