

Residence Hall Cleaning Guide

Cleaning supplies are available downstairs at the Residential Desks or Legacy Commons to be checked out for your use with your MSU ID.

- **Remove all personal belongings from your room:**
 - MSU Housing will not be responsible for items left in the room
 - Consider donating lightly used clothing, room accessories, non-perishable food to local shelters
- **Micro-Refrigerator:**
 - Defrost your refrigerator – this will take at least 24 hours, place a towel in your freezer to keep water from overflowing onto the floor
 - Clean behind, underneath and inside of the refrigerator
 - Freezer must be completely dry upon checkout
 - Clean the microwave inside and out
- **Sink and Fixtures:**
 - Clean the sink
 - Clean fixtures above the sink
- **Countertops, Cabinets, Mirrors:**
 - Remove all items from the cabinet
 - Clean all of the countertops and cabinets
 - Clean the shelves and cabinet doors as well
 - Use glass cleaner/multipurpose cleaner on mirrors
- **Floors:**
 - Remove all personal belongings in order to clean the entire floor
 - Sweep the floor first with a broom
 - Use gentle floor cleaner to clean the entire floor including the baseboards
- **Windows:**
 - Clean all windows, windowsills, and blinds on the inside of the room
 - Use glass cleaner/multipurpose cleaner on mirrors
 - When cleaning the blinds, do not pull down on them as you may damage or break them.
 - Wipe the blinds gently but remove stains/dirt
- **Furniture/Closets:**
 - Remove all personal items
 - Make sure furniture has been moved back to the correct side of the room
 - Wipe the down furniture, including any drawers inside and out to (remove hair/dust/etc.)
- **Trash:**
 - Remove all trash from room and place in the dumpsters adjacent to the Residence Halls