Car dealership cleaning: what we clean

Take this from the lot entrance to the service side and mark what the night visit covers.

Dealership _____ **Address** _____

Walked by _____ **Date** _____

Showroom glass and doors

- ☐ Interior window glass washed from the sill up
- ☐ Entry doors and push bars polished
- ☐ Handprints lifted from glass office walls and display cases
- ☐ Sliding doors and their frames wiped

Display floor

- ☐ Tile, porcelain or polished concrete dust-mopped and damp-mopped
- ☐ Floor worked around every vehicle on display
- ☐ Tire scuffs and doorway dirt taken off by hand
- ☐ Display stands, baseboards and brochure racks wiped
- ☐ Periodic scrubbing and burnishing booked

Customer lounge and restrooms

- ☐ Waiting-area chairs and tables wiped
- ☐ Coffee machine, water dispenser and counter cleaned and dried
- ☐ Magazine and brochure tables straightened; bins emptied
- ☐ Toilets, sinks, handles and partitions disinfected
- ☐ Mirrors polished; paper and soap topped up
- ☐ Lot-side restroom given the same full clean

Sales and back offices

- ☐ Sales desks and finance office dusted, wiped and glass cleaned
- ☐ Contracts, key cabinets and files left where staff put them
- ☐ Break room counters, sink, microwave and fridge handles wiped
- ☐ Recycling out; back-office floors cleaned
- ☐ Employee entrance cleaned

Service department

- [ ] Write-up desk, service waiting area and cashier counter cleaned
- [ ] Parts window wiped
- [ ] Extra passes on floors by the service entrance
- [ ] Service offices and technician break room cleaned and restocked
- [ ] Bay concrete machine-scrubbed when bays are empty

Approach and event visits

- [ ] Entry walks and front concrete on a pressure washing cycle
- [ ] Deeper visit booked ahead of a sales weekend or model launch
- [ ] Porter hours during busy event days
- [ ] Early-morning visit for dealers open late

Notes