Car dealership cleaning: what we clean

Tour the store before opening and tick what the overnight crew covers.

Dealership _____ **Address** _____

Walked by _____ **Date** _____

Showroom glass and floor

- [ ] Inside of tall windows and entry doors
- [ ] Glass display walls free of prints
- [ ] Showroom floor dust-mopped, then cleaned for its finish
- [ ] Dull finish flagged for floor care
- [ ] Tire-shine smears and footprints by the delivery bay

Around the display vehicles

- [ ] Pedestals, brochure racks and kiosks dusted
- [ ] Welcome desk
- [ ] Build-and-price touch screens wiped
- [ ] Showroom bins emptied

Customer lounge and restrooms

- [ ] Coffee bar and beverage station
- [ ] Microwave and refrigerator
- [ ] Tables, charging counters and kids' corner
- [ ] Floor under every row of seating
- [ ] Every restroom cleaned and disinfected
- [ ] Mirrors polished; paper and soap restocked

Sales and finance offices

- [ ] Sales desks and manager's tower dusted around paperwork
- [ ] Phones and keyboards wiped
- [ ] Glass office fronts polished
- [ ] Carpet vacuumed wall to wall
- [ ] Break room, business office and meeting room
- [ ] Every bin taken to the outdoor enclosure

Service drive, parts and shop

- [ ] Service advisor desks and write-up kiosks
- [ ] Chairs by the drive and glass facing the lounge
- [ ] Parts counter and display shelves
- [ ] Customer side of the parts counter mopped
- [ ] Shop offices, tech break room and restrooms
- [ ] Shop concrete machine-scrubbed of oil and tire marks

Event weekends

- [ ] Extra visit before a sales event
- [ ] Reset after the event
- [ ] Porter for showroom and restrooms while it runs

Notes