

Apartment Cleaning Responsibility Form

This form can be used by residents to assure equal responsibility for cleaning common areas in your apartment ahead of Health and Safety Inspections or when moving out of your space. While individual bedrooms are the responsibility of the residents who occupy that room, common areas should be cleaned by all occupants. Once you have discussed which parts of the apartment you'd like to take care of, write your name by the assigned task(s). If you need assistance, your RA can help facilitate this conversation.

Task	Specific Common Area	Resident Responsible
Stove top, Drip pans	Kitchen	
Oven	Kitchen	
Refrigerator	Kitchen	
Microwave	Kitchen	
Cupboards	Kitchen	
Floors	Kitchen	
Sink	Kitchen	
Take out trash	Kitchen	
Carpet/Floor	Living Room/Hallways	
Take out trash	Living Room	
Wipe surfaces	Living Room	
Tub/Shower Curtain	A/B Bathroom	
Toilet	A/B Bathroom	
Floor	A/B Bathroom	
Sink	A/B Bathroom	
Vanity/Mirrors	A/B Bathroom	
Take out Trash	A/B Bathroom	
Tub/Shower Curtain	C/D Bathroom	
Toilet	C/D Bathroom	
Floor	C/D Bathroom	
Sink	C/D Bathroom	
Vanity/Mirrors	C/D Bathroom	
Take out trash	C/D Bathroom	
Tub/Shower Curtain	E/F Bathroom	
Toilet	E/F Bathroom	
Floor	E/F Bathroom	
Sink	E/F Bathroom	
Vanity/Mirrors	E/F Bathroom	
Take out trash	E/F Bathroom	

By signing below, I agree to clean the assigned tasks where my name is noted above.

Resident A: _____

Resident B: _____

Resident C: _____

Resident D: _____

Resident E: _____

Resident F: _____