Car dealership cleaning: what we clean

Walk the sales floor and service side and tick each area for the nightly list.

Dealership _____ **Address** _____

Walked by _____ **Date** _____

Showroom and delivery bay

- ☐ Inside of showroom windows and entry doors
- ☐ Door pulls disinfected
- ☐ Display stands, brand walls and brochure racks dusted
- ☐ Floor around each display car, including rotation scuffs
- ☐ Sales desks, greeter station, kiosks and customer chairs
- ☐ Delivery bay floor, backdrop and seating
- ☐ Tile or concrete burnished between deeper visits

Customer lounge and coffee bar

- ☐ Coffee and water station counters, machine fronts and sinks
- ☐ Floor around the stations
- ☐ Lounge seating, tables and work counters
- ☐ Phone charging spots and kids' area
- ☐ Television ledges and magazine racks

Restrooms, sales and service sides

- ☐ Toilets, sinks, mirrors and partitions
- ☐ Restroom floors
- ☐ Paper, soap and liners topped up

Offices and staff rooms

- ☐ Finance office desks, guest chairs and glass fronts
- ☐ Office door handles; paperwork left where it lies
- ☐ Carpet vacuumed corner to corner
- ☐ Sales manager towers and general manager's office
- ☐ Conference rooms
- ☐ Staff break room counters, appliances and tables

Service department

- [ ] Service drive advisor desks
- [ ] Service waiting room and cashier counter
- [ ] Parts counter
- [ ] Entries from the service lanes
- [ ] Technicians' break room and restrooms
- [ ] Service drive concrete scrubbed when the bays are empty

Events

- [ ] Extra visits before and after a launch or sale
- [ ] Day porter during the event

Notes