Commercial Restroom

Restroom checklist for offices and public buildings: toilets and urinals, sinks and mirrors, partitions, dispensers, floors and drains, in a top-to-bottom, clean-to-dirty order.

Restrooms are where a client decides whether the building was cleaned, and where a skipped step shows by morning. The order matters as much as the list: toilet cleaner goes on first so it can work, high-touch surfaces and mirrors come before the bowls, and the floor is last, mopped toward the door. This checklist follows that order and ends with the restock and a look at the drains.

Site _____ Date _____ Cleaner _____

Before You Start

- [ ] Put on gloves and eye protection
- [ ] Place a wet-floor sign at the door
- [ ] Flush every toilet and urinal
- [ ] Stock the cart with paper, soap and liners
- [ ] Apply toilet bowl cleaner and let it sit

High Touch & Partitions

- [ ] Disinfect door handles, push plates and locks
- [ ] Wipe partitions, stall doors and hooks
- [ ] Disinfect light switches and hand dryer buttons
- [ ] Dust vents, ledges and the tops of partitions

Sinks, Mirrors & Counters

- [ ] Clean mirrors streak-free
- [ ] Scrub sinks, faucets and drains
- [ ] Wipe counters and the wall behind the sinks
- [ ] Polish chrome fixtures

Toilets & Urinals

- [ ] Scrub inside bowls and under the rims
- [ ] Disinfect seats, hinges and flush handles
- [ ] Clean urinal screens and the wall below urinals
- [ ] Wipe the outside of bowls and the base
- [ ] Leave disinfectant on for the label's contact time

Dispensers & Restock

- [ ] Refill toilet paper and seat covers
- [ ] Refill paper towels and soap

- [ ] Empty and reline sanitary bins
- [ ] Empty trash and replace liners
- [ ] Report broken dispensers or leaks

Floors & Drains

- [ ] Sweep, then mop from the far corner to the door
- [ ] Clean around toilet bases and behind doors
- [ ] Pour water into floor drains to stop odors
- [ ] Check that nothing is left on the floor before leaving