

As a resident of the Baity Hill Community, you have a responsibility to maintain your apartment in a way that it is kept clean and functioning properly. Heat and/or air should be kept at the recommended settings and temperature, and all facilities issues should be reported as they occur. To ensure that apartments are maintained efficiently, below are guidelines for Daily and Weekly cleaning and maintenance to guide you in keeping your unit at an acceptable standard.

***Carolina Housing schedules regular inspections of all Baity Hill Apartments to ensure they have been properly maintained and kept clean. Please note that residents may be required to hire a cleaning service if their apartment is discovered in an unacceptable condition, or may be held responsible for damages, mold growth, or pests that result from a failure to follow the guidelines below. If a situation arises that needs Facilities Services attention, you should go to [go.unc.edu/fixmyroom](http://go.unc.edu/fixmyroom) in a timely fashion to report the situation.***

### **ITEMS SUGGESTED TO PURCHASE TO CLEAN AND MAINTAIN YOUR APARTMENT:**

A vacuum cleaner, a broom, a toilet brush, a toilet plunger, multi-surface cleaning spray, degreaser spray, dish/dishwasher detergent, laundry detergent, a sponge, a scrub brush, cloth kitchen towels. In addition, we recommend that a countertop cleaning spray, paper towels, a magic eraser (great for tubs), and/or dusting spray be purchased for cleaning the unit.

### **DAILY CLEANING & MAINTENANCE SUGGESTIONS:**

1. Windows should be closed, the AC fan is set to "AUTO," and the thermostat is set to 72 - 76 degrees in Summer and 64-72 degrees in Winter.
2. Always clean up splatters, splashes, spills, and crumbs immediately.
3. Wash the dishes or load the dishwasher
4. Wipe down your kitchen and bathroom countertops, sinks, toilet(s) and tub(s)
5. Sweep and vacuum the floor
6. Store open food in a container and place in cabinet or refrigerator
7. Place trash in trash container

### **WEEKLY CLEANING & MAINTENANCE SUGGESTIONS:**

1. Clean the toilet(s) with toilet bowl cleaner and brush
2. Clean the bathtub(s) with a brush and a multi-surface cleaning spray and/or magic eraser
3. Clean your stovetop, oven, and kitchen sink with degreaser spray
4. Change bed linens
5. Wash, dry, fold and put away laundry
6. Dust (be sure to include windowsills and baseboards)
7. Run the dishwasher

### **OTHER IMPORTANT THINGS TO KNOW:**

- 1) PESTS ARE A FACT OF LIFE AND CAN SHOW UP AT ANY TIME. They are attracted to sources of food and water. To avoid attracting unwanted pests, always keep your apartment free of crumbs, wrap up and properly store food, beverages, ingredients, and cooking oils. Always recycle cardboard boxes immediately. Do not store food in cardboard boxes. Wipe down your countertops after each use.
- 2) Report any issues you see to [go.unc.edu/fixmyroom](http://go.unc.edu/fixmyroom) immediately. Some repairs are time sensitive and can create additional problems if not reported in a timely manner.