### HOTEL GUEST BEDROOM CLEANING

#### Tools Needed

- Cleaning Towels for Mirrors and Glass
- Cleaning Towels for Furniture
- Air Pump (optional)

#### Products Needed

- Spic and Span® Disinfecting All-Purpose Spray and Glass Cleaner (3-in-1)
- Swiffer® Sweeper & Dusting Cloths
- Febreze® Fabric Refresher

#### FREQUENCY OF CLEANING:

After every occupancy.

#### SPECIAL DIRECTIONS FOR THIS TASK:

If sensitivity to cleaning solutions is a concern, wear disposable gloves. For faster application of fabric refresher, use the air pump.

---

#### MIRRORS, GLASS, AND FURNITURE

**STEP 1**

- Spray 3-in-1 all purpose spray and glass cleaner directly on surfaces to be cleaned.
- Wipe with clean towel.

**NOTE:** If streaking occurs, use less product and/or do not buff completely dry. Use a separate towel when cleaning glass and mirrors.

#### TVS, DOORS AND WINDOW FRAMES, PLANTS AND OTHER HARD-TO-REACH OR CLEAN SURFACES

**STEP 2**

- Wipe surface with Swiffer dusting cloth.

**NOTE:** Swiffer dusting cloths must be used on dry surfaces. Do not spray anything on Swiffer dusting cloth.

- Attach Swiffer cloth to sweeper for hard-to-reach surfaces.

**NOTE:** Be sure to use both sides of Swiffer dusting cloth. Use one dusting cloth to clean 16 rooms, 8 rooms per side.

---

#### NON-SMOKING ROOM ODOR TREATMENT

**STEP 3A**

- Lightly spray Febreze fabric refresher on draperies, bedspreads, furniture cushions and carpet.
- When the fabric dries, odors disappear.
- For problem odors, use a little extra Febreze fabric refresher.

#### SMOKING ROOM ODOR TREATMENT

**STEP 3B**

- Spray Febreze fabric refresher on draperies, bedspreads, furniture cushions and carpet until lightly damp.
- Spray air conditioner/heater intake vents (2–3 sprays) while the unit is running.
- Spray lamp shades (1–2 sprays).
- Spray unused bathroom towels (1–2 sprays).
- When the fabric dries, odors disappear.

**NOTE:** Febreze fabric refresher eliminates odors trapped in fabrics. Febreze is not a perfume cover-up. As the fabric dries, fabric and Febreze odors disappear. The odors won’t come back, leaving the fabric odor-free.

Febreze is safe on virtually all fabrics. It does not yellow, tarnish or build up over time. Always test on a hidden area of fabric.

© 2002 Procter & Gamble

ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION PROHIBITED.