Warehouse Cleaning Checklist

Choose the services your warehouse needs

WESTLINK COMMERCIAL CLEANING | SYDNEY

Tick the services you'd like us to quote. We'll confirm the scope and schedule during your free site inspection.

Business / site: _____

Suburb: _____ Contact: _____

Services you need

☐ Warehouse floor scrubbing & sweeping
Floors, aisles, forklift lanes and loading zones.

☐ High-bay racking & high-level dusting
Racking, beams, ducting and light fittings.

☐ Loading dock & pressure cleaning
Docks, aprons and delivery bays.

☐ Oil, grease & tyre mark removal
Stained floors, forklift turning points and machinery bays.

☐ Cold storage & freezer cleaning
Cool rooms, freezers and food-grade storage areas.

☐ Amenities, offices & carpet cleaning
Toilets, lunchrooms, office floors and carpet areas.

☐ Bins & waste-area cleaning
Bins, waste compounds and areas around balers.

☐ Car park, yard & hardstand sweeping
Staff parking, truck yards and outdoor paved areas.

☐ Spill response & emergency cleaning
Spills, water ingress and contamination clean-up.

Your preferred schedule

☐ One-off clean ☐ Regular cleaning ☐ Not sure — please advise

Frequency: ☐ Daily ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other

Timing: ☐ During operating hours ☐ After hours ☐ Weekend / shutdown

Main concern / special requirements: _____

_____

Book a free site inspection: +61 450 256 844

info@westlinkcommercialcleaning.com.au

Simple Maintenance Checklist

Keep the essentials covered between deeper cleans

Tick each task when complete. Skip areas that do not apply to your site.

Warehouse: _____ Date: _____

Daily & weekly essentials

☐ Sweep floors and aisles; remove loose packaging and pallet debris.

☐ Check for spills and arrange prompt, safe clean-up.

☐ Keep walkways, exits and loading areas clear.

☐ Clean toilets and lunchrooms; restock soap and paper supplies.

☐ Empty bins and keep waste areas tidy.

☐ Vacuum offices and wipe frequently touched surfaces.

Scheduled deeper cleans

☐ Machine-scrub floors and treat oil, grease and tyre marks.

☐ Clean floor edges, corners and accessible areas beneath racking.

☐ Clean loading docks, yards and waste areas.

☐ Arrange high-level dust removal from racking, beams and lights.

Planning guide: Floor scrubbing is often fortnightly to monthly; dock deep cleans monthly to quarterly; high-level dusting every 3–12 months. Adjust to your site's traffic and condition.

Before you finish

☐ Check cleaned areas for missed dirt, wet patches or slippery residue.

☐ Note anything needing extra attention and book the next clean.

Needs attention: _____

_____

Next clean: _____

Cold storage or food-grade areas? Follow your site's cleaning programme. Leave work at height and hazardous spills to trained specialists.

Want us to take care of it?

Use the service checklist on page 1 to tell us what you need. We'll confirm a suitable cleaning plan and provide a written quote after your site inspection.

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