

Body Corporate Cleaning Guide

Common-area cleaning schedules for apartments, lifts, lobbies, bins and car parks.

Cleaning shared spaces well

Common areas are the first thing residents, owners and visitors see. A well-planned schedule keeps shared spaces presentable and hygienic without overcomplicating the body corporate's budget.

Key Considerations

01

Lobbies & Entries

First-impression areas that benefit from frequent attention.

- Daily floor cleaning and glass entry door detailing
- Regular dusting of mailboxes, signage and fixtures
- Prompt attention to spills or tracked-in dirt

02

Lifts & Stairwells

High-touch, high-traffic areas used by every resident and visitor.

- Daily wipe-down of lift buttons and handrails
- Regular floor and wall cleaning inside lift cars
- Stairwell sweeping and spot-cleaning of handrails

03

Car Parks & Bin Rooms

Lower-visibility areas that still need a regular schedule to avoid build-up.

- Periodic sweeping and litter removal in car parks
- Bin room cleaning and odour management
- Attention to oil stains and general debris

04

Shared Amenities

Gyms, pools and shared facilities carry their own hygiene requirements.

- Daily or scheduled cleaning of gym equipment and floors
- Pool surrounds cleaned in line with facility requirements

- Consumables (hand sanitiser, wipes) kept stocked

05

Scheduling for a Body Corporate

Balancing presentation standards against a shared budget.

- Core areas cleaned on a fixed, predictable schedule
- Periodic deep cleans budgeted separately from routine visits
- Clear reporting so committees can see what's been delivered

Not sure where to start?

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Master Clean provides common-area cleaning for apartment buildings, owners corporations and property managers across Melbourne and Victoria.

+613 9908 3240 | clean@masterclean.au

Suite 105 / 75 Tulip Street, Cheltenham VIC 3192