



Gym cleaning checklist

Equipment, locker rooms and floors, daily to monthly

Client or site

Date

Cleaner

Daily gym cleaning checklist

38 tasks

Entrance and front desk

- ☐ Clean entry door glass, push bars and handles
- ☐ Vacuum or shake out entry mats
- ☐ Wipe and disinfect the front desk counter, card scanner, check-in tablet and pens
- ☐ Wipe lobby seating, water fountain or bottle filler, and vending machine fronts
- ☐ Keep clean towels covered and away from the used towel bin

Free weights

- ☐ Wipe dumbbell and kettlebell handles, then disinfect them
- ☐ Wipe barbells, collars and weight plate grips
- ☐ Clean and disinfect bench pads, top and sides
- ☐ Wipe rack uprights and J-hooks where hands go

Studios and mats

- ☐ Clean and disinfect shared mats after each class, and let them dry before stacking
- ☐ Wipe shared props: blocks, straps, steps, balls and bike handlebars
- ☐ Clean finger marks off studio mirrors
- ☐ Dust-mop or vacuum the studio floor between classes when the schedule allows

Restrooms

- ☐ Clean and disinfect toilets, urinals, seats and flush handles
- ☐ Clean and disinfect sinks, faucets and counters
- ☐ Clean mirrors and the outside of dispensers
- ☐ Refill toilet paper, paper towels and hand soap

Gym floor and strength machines

- ☐ Restock wipe-down stations with wipes or spray bottles and paper towels
- ☐ Clean, then disinfect, seats, back pads, handles and grips on every machine
- ☐ Wipe adjustment pins, pull-up bars and cable handles
- ☐ Check pads and grips for tears and tag any that cannot be cleaned
- ☐ Pick up stray equipment and put it back on racks

Cardio machines

- ☐ Wipe handrails, grips, heart rate sensors and seats
- ☐ Wipe consoles and screens with a damp cloth, never by spraying the screen, unless the maker's manual says otherwise
- ☐ Clean cup holders and accessory trays
- ☐ Vacuum or dust-mop around and under treadmills and bikes where you safely can

Locker rooms and showers

- ☐ Clean and disinfect benches, locker handles and vanity counters
- ☐ Scrub shower floors and walls, and squeegee standing water toward the drain
- ☐ Pull hair from shower and floor drains
- ☐ Refill soap at showers and sinks, and paper towels at sinks
- ☐ Empty trash and used towel bins
- ☐ Mop the floor last, with a wet floor sign out

Restrooms (continued)

- ☐ Empty trash and sanitary bins and replace liners
- ☐ Sweep and mop toward the door



Daily gym cleaning checklist (continued)

Floors and trash

- ☐ Vacuum or dust-mop the gym floor, then damp-mop with a cleaner the floor maker approves
- ☐ Spot-clean sweat, chalk and drink spills
- ☐ Empty all trash and recycling, and wipe sticky bins
- ☐ Do a last walk-through of every area before you lock up

Weekly gym cleaning checklist

11 tasks

Equipment detail

- ☐ Wipe machine frames, weight stack covers and shrouds, not just the touch points
- ☐ Clean the full length of dumbbell and plate racks
- ☐ Wash or launder shared fabric items, such as straps and bands, if the gym uses them
- ☐ Clean under and behind cardio machines as far as the maker's manual allows

Locker room and restroom detail

- ☐ Scrub shower grout and corners with detergent, and dry the area
- ☐ Descal shower heads, faucets and toilet bowls
- ☐ Wipe the tops and fronts of all lockers
- ☐ Pour water into floor drains that are rarely used so the traps stay filled

Front of house

- ☐ Dust ledges, shelves, retail displays and TV screens
- ☐ Clean interior glass, studio windows and door frames
- ☐ Wipe water fountains inside the basin and around the spout

Monthly and periodic gym cleaning checklist

10 tasks

Monthly

- ☐ Dust air vents, return grilles, fans and light fixtures
- ☐ Wipe baseboards and wall marks behind equipment
- ☐ Machine-scrub or deep-clean rubber and vinyl flooring, following the floor maker's directions
- ☐ Inspect locker room ceilings, grout and caulk for mold or water damage
- ☐ Check the janitor closet: stock, labels and safety data sheets

Quarterly or as scheduled

- ☐ Hot-water extract any carpet in the lobby, offices or studios
- ☐ Deep-clean or re-seal shower and locker room tile and grout
- ☐ Move heavy equipment where possible and clean underneath
- ☐ Clean exterior entrance glass and the entry walk, if in scope
- ☐ Walk the gym with the owner or manager and update the checklist