**HOUSE CLEANING CHECKLIST**

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|  |  |  |
| --- | --- | --- |
| **Daily** | **Weekly** | **Monthly** |
| **Porch / Entryway** |  |  |
| Declutter & organize | Sweep entry & steps | Wash windows |
|  |  | Clean hand rails & door |
| **Kitchen** |  |  |
| Wash dishes | Clean spills in the fridge | Dust & vacuum curtains |
| Clear & wipe table | Throw out expired food | Wash windows |
| Wipe countertops & stove | Clean appliance surfaces | Wipe cupboard doors |
| Wipe the sink | Scrub & shine the sink | Clean the fridge |
| Sweep floor | Shake & vacuum rugs | Clean the oven & hood |
| Wipe up spots on the floor | Mop floor | Clean small appliances |
| Take out the trash |  | Wash the trash can |
| **Bathroom** |  |  |
| Spray shower w / mist | Clean sink & countertop | Clean the showerhead |
| Clean mirror(s) | Wipe door & door knobs | Wash windows |
| Wipe the sink & counter | Clean the tub | Wash rugs |
| Clean toilet bowl | Clean outside of toilet | Wash trash can |
| Wipe toilet seat & rim | Empty the trash |  |
|  | Shake & vacuum rugs |  |
|  | Mop floor |  |
| **Bedrooms** |  |  |
| Make bed(s) | Wash & change sheets | Straighten shoes |
| Straighten nightstand(s) | Dust blinds | Straighten drawers |
| Put clothes away | Vacuum | Vacuum curtains |
|  |  | Wash windows |
|  |  | Vacuum room edges |
| **Living / Family Rooms** |  |  |
| Pick up clutter | Dust furniture & blinds | Clean mirrors |
| Straighten pillow cases | Vacuum | Vacuum curtains |
| Straighten cushions | Straighten table items | Wash windows |
| Straighten coffee table(s) |  | Vacuum room edges |
| Wipe spots off of tables |  | Vacuum couch |
|  |  | Clean electronics |
| **Home Office** |  |  |
| Clean up clutter | File papers | Clean mirrors & pictures |
| Sort mail | Dust blinds | Vacuum curtains |
|  | Vacuum | Wash windows |
|  |  | Vacuum room edges |
| **Laundry / Utility Room** |  |  |
| Laundry – clothes | Dust shelves | Wash windows |
| Sweep | Wipe washer & dryer | Clean washer & dryer |
|  | Clean sink & countertops | Change AC/heating filters |
|  | Wash bedding & towels | Mop |
|  | Remove lint from dryer |  |