**CLEANING CHECKLIST**

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| **Kitchen** | |
|  | Use a wet rag to wipe down problem spots on the floor to collect debris. |
|  | Fold and hang dish towels. |
|  | Organize the fridge / pantry and use this time to plan meals for the week. |
|  | Wipe down kitchen, dining and food prep surfaces with an all-purpose cleaner. |
|  | Load dishwasher. |
|  | Empty garbage. |
|  | Wipe down the microwave, crumb tray of toaster, etc. |
|  | Rinse bottom of the sink, run the disposal. |
|  | Toss expired food. |
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| **Living/Bedroom Areas** | |
|  | Tidy up the living room, fold blankets, stack books and magazines. |
|  | Dust the entertainment center. |
|  | Straighten pillows, blankets, couch cushions etc. |
|  | Organize clutter, sort mail and paperwork. |
|  | Do a load of laundry daily to prevent piles from building up. |
|  | Empty all the wastebaskets throughout the house. |
|  | Go throughout the house with a basket collecting items that don't belong. |
|  | Straighten up the mudroom and arrange boots and shoes. |
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| **Bathrooms** | |
|  | Clean the sink, faucet and surfaces. |
|  | Give the toilet a quick scrub and wipe the exterior surfaces. |
|  | Clean the mirror. |
|  | Ring out wash cloths and bath toys, rinse tub. |
|  | Hang or fold towels. |
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| **Misc.** | |
|  | Sweep or vacuum the floors throughout the house. |
|  | Mop the floors throughout the house. |
|  | Wipe down cell phones. |
|  | Tidy up the garage, the front porch, or pick up toys in the yard. |
|  | Clean litter boxes/pet areas. |
|  | Wipe down gym equipment |