**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 |