**CLEANING CHECKLIST**

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| |  |  | | --- | --- | | **Kitchen cleaning checklist** | | |  | Dust tops of kitchen cabinets and appliances | |  | Wipe down countertops and cabinets | |  | Wipe down stovetop | |  | Clean microwave inside and out, including turntable | |  | Clean dishwasher | |  | Soak stove drip pans and knobs in sink | |  | Clean inside and around sink | |  | Clean and dry all appliance surfaces | |  | Shine stainless steel appliances | |  | Clean stove drip pans, burner grates | |  | Clean and disinfect kitchen sink | |  | Wipe cupboard fronts, tables, and chairs | |  | Sweep and mop floor | |  | Replace rugs | |  | Empty and replace wastebasket | | |  |  | | --- | --- | | **Bathroom cleaning checklist** | | |  | Remove all dirty towels and washcloths | |  | Dust all light fixtures and decor | |  | Clean and disinfect shower, bathtub, and sinks (inside and out) | |  | Clean toilet bowl, seat, lid, tank, flush handle, and base | |  | Clean and shine all mirrors, chrome | |  | Remove hair from bathtub drain | |  | Wipe cabinet fronts, fixtures | |  | Vacuum and mop floor | |  | Replace rugs | |  | Empty and replace wastebasket | |
| |  |  | | --- | --- | | **Living areas cleaning checklist** | | |  | Dust from top to bottom with microfiber cloth | |  | Remove lint from all furniture | |  | Vacuum upholstered furniture and floor | |  | Clean picture frames | |  | Clean window coverings | |  | Wipe down light fixtures, switches, and outlets | |  | Dust and clean TV | |  | Clean coffee tables and end tables | |  | Clean fireplace and mantel | |
| |  |  | | --- | --- | | **Bedroom cleaning checklist** | | |  | Reposition furniture as necessary to vacuum | |  | Dust all furniture | |  | Vacuum room and closet floors | |  | Wipe down windowsills | |  | Clean window coverings | |  | Clean mirrors and picture frames | |  | Return furniture to original position | |  | Make bed | |
| |  |  | | --- | --- | | **Dining Room** | | |  | Dust blinds | |  | Vacuum | |  | Wash windows | |  | Windex glass surface | |  | Wipe baseboards. | |  | Wipe table chairs | |  | Organize items | |  | Dust lamps/lighting | |  | Clean mirror(s) | |  | Wash mat | |
| |  |  | | --- | --- | | **Window cleaning checklist** | | |  | Remove drapes or wipe down blinds | |  | Vacuum dust and from window frames | |  | Scrub window frames with water | |  | Dry window frames with microfiber cloth | |  | Remove and clean window screens | |  | Clean window tracks | |