

Throughout the House
Wipe down baseboards, moldings and window sills
Clean fingerprints and smudges off of doors and walls
O Sanitize doorknobs, light switches, keypads and other frequently
touched surfaces
Oust/clean blinds and shades. Wash curtains/drapes
 Switch from insulated drapes to summer drapes (if applicable)
Oust the cobwebs off of ceilings and out of the corners of rooms
Oust/clean light fixtures, lamp shades, and ceiling fans
Oust off air vents and returns
Oust wood furniture, and polish/wax (if appropriate)
Oust books, pictures and knick knacks; wash glass items that
need extra attention
Oust/clean plants (real and artificial)
Clean fingerprints off of painted furniture
Clean all smoke detectors (following manufacturer's
recommendations). Replace batteries, and test
Shampoo or spot treat your carpet and rugs, as needed
Clean and wax wood floors (if applicable)
Sweep and mop ceramic tile and stone floors. Reseal as needed
Tackle junk piles
Return items to their proper rooms
Replace air filters
Replace burned out light bulbs, inside and out
Scrub out trash cans



Kitchen

	Dust off tops of cabinets, shelves and refrigerator.
	Dust off cookbooks. Get rid of any that you don't use.
	Wipe down the kitchen cabinets, inside and out.
	Use a degreaser (like vinegar) to remove any build up.
	Sanitize cabinet knobs and pulls
	Wipe out the insides of drawers; reorganize; and get rid of things
	you don't need
	Wipe down the pantry shelves, and reorganize the contents. Check
	for expired foods; make a note of things that need to be restocked
	Wash silverware tray
	Wash the dish rack
	Deep clean kitchen appliances – oven, microwave, refrigerator,
	dishwasher, toaster, coffeemaker, stove eyes, etc.
	Clean range hood and vent
	Clean grease spatters off of walls
	Clean counters and backsplash
	Scrub the kitchen faucet to remove hard water deposits
	Clean and deodorize the drain
	Sanitize the sink, and scrub out any stains
	Sanitize cutting boards, and treat them with mineral oil
	Sharpen knives
	Deep clean any pots and pans in need of attention
	Vacuum refrigerator coils

Vacuum/sweep under the stove and cabinets

Sweep and mop the floor

Wash any throw rugs

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I	Kitchen, cont'd.
i	○ Wash placemats/tablecloth
I	Put a fresh box of baking soda in the fridge
	Replace water filters – both faucet and refrigerator (if applicable)
·M	Recaulk/regrout as needed. Reseal grout as needed
	Reseal stone surfaces, as needed
Cleaning Checkl	Add loose recipes to your recipe binder (You can click here to print.)
Ŭ	Clean out the junk drawer
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	Bathrooms
	Oust bathroom fan
d	Soak shower head in vinegar to remove mineral deposits
Ü	O Declutter vanity inside and out.
7	Toss and replace old/expired beauty products
	Oet rid of expired sunscreen, and replace with new bottles
Spring	 Go through medicine cabinet, and toss expired meds; buy
	replacements
	Restock first aid kit
	 Wipe down inside of drawers and cabinets
<i>\\ \\ \\ \</i>	Clean mirrors
i	Clean toothbrush holder and soap dispenser
1	 Sanitize toothbrushes
i	 Scrub the bathroom faucet to remove hard water deposits
1	O Deep clean shower/tub

Wash shower curtain, and replace liner

Wash bathroom rugs
Clean toilet inside and out. Be sure to include the handle and base.
Tackle any mineral deposits
 Sweep and mop the floor
Recaulk/regrout as needed. Reseal grout, as needed
Reseal stone surfaces, as needed
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Bedrooms
Air out feather beds, pillows, duvets and comforters on a sunny day
Wash mattress pads, dust ruffles, comforters and pillows
Vacuum mattresses. Then, flip/rotate them (not always necessary)
with newer mattresses)
Vacuum under beds and furniture
Vacuum any upholstered furniture
Vacuum/sweep closet
Swap out winter bedding with summer
Declutter dressers and nightstands
Weed out clothes that are worn out/you no longer wear
Swap out your winter clothing and shoes with summer
Reorganize jewelry. Get rid of anything you don't wear.
Clean pieces that need it.
Clean mirrors

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Kids' Rooms
Wash hard plastic toys. Clean favorite stuffed animals (follow
instructions on the tag).
 Weed out outgrown toys, clothes and shoes. Store for younger
siblings or get rid of them
Living Room/Family Room
O Vacuum sofa (be sure to get under the cushions), and spot treat
any stains
Wash furniture slipcovers, pillowcases and blankets
Air out throw pillows on a sunny day
Vacuum under and behind furniture
O Dust all electronics – TV, DVD player, sound system, etc.
O Dust end tables, coffee table, bookcases, mantle, entertainment

Sanitize remote controls

center and all other surfaces

Declutter, and get rid of items you know longer need (DVDs, CDs, magazines, books, etc.). Recycle old magazines and newspapers
 Clean out fireplace for the season

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Dining Room

 Dust/clean dining room table, chairs, sideboard, etc. Be sure to get neglected spots, like legs and tops of hutches/display cabinets

Oil or wax the dining room furniture (if appropriate)
O Spot treat any stains on chair cushions (if applicable)
○ Wash table linens
Office
Catch up on filing important paperwork
 Shred any documents with personal information that you no longer need
 Clean your computer – dust the screen; sanitize the keyboard;
and vacuum between the keys
Back up any important files
Run a complete virus scan
Check for software updates
Dust off your printer and any other electronics
Organize photos (both digital and print)
O Declutter desktop and drawers. Get rid of things you no longer need
Vacuum/sweep under the desk and any other furniture
Vacuum any upholstered furniture
Clean office floor

Foyer/Hall Closet

Go through coats, shoes, gloves, etc. Wash and store out of season items. Get rid of things that you no longer need. Make a note of items you'll need to buy for next winter.

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Foyer/Hall Closet, cont'd.
 Sweep out hall closet before putting everything back
Vacuum any upholstered furniture
Vacuum/mop hallway
Wash throw rugs. Spot treat area rugs
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Stairwell (if applicable)
Sanitize handrail
Sweep or vacuum stairs
Clean scuff marks off of painted risers (if applicable)
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Linen Closet
Reorganize linens. Get rid of things that you no longer need.
Make a note of things that need to be replaced.
Pull out summer linens. Store winter linens
Laundry Room
Clean your washing machine. Wipe down the outside of the washer;
pour two cups of vinegar into the tub; and run on the hottest setting
Vacuum out the dryer vent
Remove the lint tray, and scrub it to remove any build up from
laundry detergent and fabric softener

Wipe down cabinets inside and out
Vacuum/sweep under the washer and dryer
Clean laundry room floor
Address any clutter
Scrub utility sink (if applicable)
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Basement/Garage
Sweep out the basement and garage
Reorganize storage areas, and get rid of things you no longer need
Defrost and clean freezer
Scrub utility sink (if applicable)
Put away winter items – snow shovels, fireplace tools, etc. Pull out
spring/summer items – garden tools, sports equipment, etc.
Outdoors
Clean off porches, decks and patios; and get them set up for the
season. Store any covers
Clean the grill, and get it ready for another season
Wash outdoor furniture (if needed)
Clean storm windows before putting them away (if applicable)
Wash windows
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