



housekeeping channel

Cleaning Checklist

DAILY

- Make beds.
- Squeegee shower walls after use. Wipe fixtures and tub. Run fan to dry up mold's ally: moisture.
- Wash dishes, countertops, stove top and sink after each meal.
- Deal with spills immediately as they occur.
- Vacuum or sweep floors in heavy traffic areas.
- Re-hang clothes or deposit them in a hamper.
- Throw away or file five to 10 pieces of paper, to keep up with clutter.
- Complete one or two "Weekly" jobs to free up the weekend.
- Other _____
- Other _____

WEEKLY

- Dust.
- Shake out or vacuum and spot clean entry mats.
- Vacuum, or sweep and mop, less trafficked sections of floors.
- Clean and sanitize bathroom mirrors, sinks, counter, toilet and floor.
- Clean fingerprints from glass and other hard surfaces.
- Toss old food and wipe refrigerator shelves.
- Wash laundry. (Move this item to "Daily" if your family's needs require it.)
- Complete a "Less Often" task to reduce spring cleaning.
- Other _____
- Other _____

LESS OFTEN

- Wash walls.
- Wash windows.
- Organize closets and give away unused clothing.
- Organize the pantry and kitchen cupboards, giving away or tossing what's no longer useful.
- Take a damp toothbrush to accumulated grime in hard-surface nooks, crannies and corners.
- Vacuum or sweep under moveable furniture and along carpet edges and baseboards.
- Vacuum furniture, including under cushions.
- Deep clean, or hose down and dry, entry mats.
- Deep clean carpets.
- Deep scrub floors.
- Other _____
- Other _____