

DAILY CLEANING SCHEDULE

PRINT AND PLACE IN A SHEET PROTECTOR. THEN USE A DRY ERASE MARKER TO MARK OFF TASKS AS THEY ARE COMPLETED THAT DAY.

KITCHEN:

- WASH DISHES
- CLEAN SINK
- TAKE OUT THE TRASH
- WIPE DOWN COUNTERTOPS AND COOKING SURFACES
- WIPE DOWN TABLE
- SWEEP

FAMILY/LIVING ROOM:

- REMOVE CLUTTER
- FOLD THROW BLANKETS
- STRAIGHTEN THROW PILLOWS
- VACUUM OR SWEEP

BATHROOMS:

- CLEAR CLUTTER
- WIPE DOWN COUNTERTOPS
- WIPE SINK AND FIXTURES
- WIPE TOILET SEAT

BEDROOMS:

- MAKE BED
- STRAIGHTEN SURFACES
- PUT AWAY CLOTHING
- VACUUM OR SWEEP

MISCELLANEOUS:

- ORGANIZE MAIL
- DO LAUNDRY
- ORGANIZE SHOES/JACKETS/BACKPACKS

WEEKLY CLEANING SCHEDULE

PRINT AND PLACE IN A SHEET PROTECTOR. THEN USE A DRY ERASE MARKER TO MARK OFF TASKS AS THEY ARE COMPLETED THAT WEEK.

KITCHEN:

- CLEAN THE INSIDE OF THE MICROWAVE & STOVETOP.
- WIPE DOWN KITCHEN CABINET EXTERIORS.
- CLEAN AND DISINFECT THE KITCHEN SINK/FAUCET.
- CLEAN AND DISINFECT THE REFRIGERATOR'S INTERIOR AND THROW AWAY ANY EXPIRED FOOD.
- WIPE DOWN BACKSPLASH.
- MOP THE FLOOR.

FAMILY/LIVING ROOM:

- DUST FURNITURE AND ELECTRONICS
- VACUUM SOFA AND UNDER CUSHIONS
- MOP TILE OR HARDWOOD

BATHROOMS:

- CLEAN INSIDE AND AROUND TOILETS
- WIPE DOWN CABINET EXTERIORS
- TAKE OUT TRASH
- DUST SURFACES
- MOP FLOOR

BEDROOMS:

- CLEAN/CHANGE THE SHEETS AND PILLOW CASES
- VACUUM UNDER THE BED & HARD TO REACH AREAS
- MOP TILE OR HARDWOOD
- DUST SURFACES

MISCELLANEOUS:

- PICKUP & SWEEP PORCH
- CLEAN GLASS DOORS AND MIRRORS
- TRIM AND MAINTAIN LAWNS AND GARDEN BEDS

MONTHLY CLEANING SCHEDULE

PRINT AND PLACE IN A SHEET PROTECTOR. THEN USE A DRY ERASE MARKER TO MARK OFF TASKS AS THEY ARE COMPLETED THAT DAY.

KITCHEN:

- DUST ON TOP OF CABINETS
- DESCALE THE KETTLE AND COFFEE MAKER.
- EMPTY AND CLEAN THE INSIDE OF THE REFRIGERATOR (REMOVING AND CLEANING SHELVES AND DRAWERS.)
- DEEP CLEAN CABINETS (INTERIOR AND EXTERIOR)
- CLEAN AND DISINFECT THE GARBAGE DISPOSAL.
- DEEP CLEAN OVEN INSIDE AND OUT

FAMILY/LIVING ROOM:

- CLEAN CEILING FANS
- CLEAN AND VACUUM CURTAINS OR BLINDS.
- DUST AND CLEAN ELECTRONICS THOROUGHLY.
- POLISH AND CLEAN FURNITURE.
- SPOT CLEAN SOFAS, CARPETS & RUGS,

BATHROOMS:

- DEEP CLEAN THE BATHTUB, SHOWER, AND TOILET.
- CLEAN BATHROOM EXHAUST FANS AND VENTS.
- POLISH AND CLEAN BATHROOM FIXTURES.
- SCRUB AND DISINFECT BATHROOM TILES AND GROUT.
- CLEAN AND DISINFECT THE BATHROOM TRASH CAN.

BEDROOMS:

- VACUUM MATTRESSES.
- CLEAN AND ORGANIZE CLOSETS.

GENERAL/MISCELLANEOUS:

- CLEAN/DUST ALL LIGHT FIXTURES & CEILING FANS
- WIPE DOWN/CLEAN ALL BASEBOARDS
- WIPE DOWN DOOR FRAMES AND HANDLES.
- RUN A WASHER CLEANING CYCLE + WIPE DOWN INTERIOR AND EXTERIOR OF WASHER AND DRYER
- SWEEP AND CLEAN GARAGE