

Cleaning Checklist

Kitchen

Weekly

Bi-Weekly

1. Wipe countertops behind & under things
2. Wipe down appliances including inside of microwave
3. Sweep floors
4. Mop floors
5. Throw any used towels and wash cloths in the laundry and replace with clean ones.
6. Remove and put away anything that doesn't belong in the kitchen.
7. Clean inside & out of patio door
8. Wash kitchen window (inside)
9. Take out garbage

Bathroom

Weekly

Bi-Weekly

1. Clean tub & showers
2. Clean toilet inside & out
3. Wipe down mirror
4. Wipe down vanity, sink & anything that stays on the vanity
5. Shake rugs
6. Take out garbage
7. Remove all bath towels, hand towels & wash cloths, put them in the laundry & replace with clean ones
8. Check & restock toilet paper, kleenex, soap, toothpaste, shampoo, conditioner, body wash, etc.
9. Sweep floors
10. Mop floors



Cleaning Checklist

Entryway

Weekly

Bi-Weekly

1. Tidy up. Remove anything that doesn't belong in the entryway and putting it away
2. Wash inside & outside of front door & window side lights
3. Shake or vacuum rugs
4. Dust any woodwork
5. Sweep & mop floors

Laundry Room

Weekly

Bi-Weekly

1. Tidy up. Remove anything that doesn't belong and put it away, including any clean laundry
2. Take out garbage
3. Wipe down counters
4. Wipe down any wall décor or mirrors
5. Wipe down washer & dryer
6. Shake or vacuum rugs
7. Vacuum out dryer vent
8. Sweep & mop floors



Cleaning Checklist

Living Room

Weekly

Bi-Weekly

1. Tidy up. Anything that doesn't belong in the living room, put away where it belongs
2. Fold blankets, fluff and place pillows where they belong
3. Dust end tables, entertainment center, coffee tables & home décor
4. Dust ceiling fans
5. Dust railing, ledges & vents
6. Vacuum or sweep & mop floor

Dining Room

Weekly

Bi-Weekly

1. Tidy up. Anything that doesn't belong in the dining room, remove it and put it where it belongs.
2. Wipe table
3. Wipe down chairs
4. Shake or vacuum rugs
5. Dust window ledges
6. Vacuum or sweep & mop floors

Mudroom

Weekly

Bi-Weekly

1. Tidy up. Anything that doesn't belong in the mudroom, remove it and put it where it belongs.
2. Wipe down bench seats
3. Shake or vacuum rugs
4. Sweep & mop floors



Cleaning Checklist

Bedrooms

Weekly

Bi-Weekly

1. Tidy up. Putting all thing's away
2. Remove any garbage and throw it away
3. Strip & wash bedding
4. Dust ceiling fans, blinds, vents, nightstands, entertainment centers, dressers & any other woodwork
5. Vacuum floor

Spare Bedroom

Weekly

Bi-Weekly

1. Tidy up. Putting all thing's away
2. Remove any garbage and throw it away
3. Strip & wash bedding (maybe do monthly if the bedding doesn't get used)
4. Dust ceiling fans, blinds, vents, nightstands, entertainment centers, dressers & any other woodwork
5. Vacuum floor

Office

Weekly

Bi-Weekly

1. Tidy up. Anything that doesn't belong in the office, remove it and put it where it belongs.
2. Remove any dishes or garbage
3. Dust desk, end tables, shelves, wood blinds, lamps, etc.
4. Clean off desk
5. Sweep & mop or vacuum floors



Deep Cleaning Checklist

Kitchen & Pantry

Monthly Quarterly Yearly

1. Clean Fridge (Throw out expired food, sauces, etc.)
2. Defrost freezer (throw out expired food)
3. Wash Cupboards
4. Wash inside & outside of trash can & recycle bin
5. Go through pantry (throw out expired food)
5. Clean oven

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Home Cleaning

Monthly Quarterly Yearly

1. Dust all wood blinds
2. Wash all TV blankets
3. Clean & dust all light fixtures
4. Wipe down baseboards
5. Wash walls
6. Flip & rotate mattress
7. Wash windows

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Bathroom & Laundry Room

Monthly Quarterly Yearly

1. Clean washing machine (inside) get a solution and run it through monthly
2. Clean out dryer vent & lint trap
3. Throw out all toothbrushes & shower scrubber's, replace with new ones
4. Clean off desk
5. Sweep & mop or vacuum floors

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Bathroom Cleaning Checklist

Cleaning

Check

1. Clean tub & shower
2. Clean inside & outside of toilet
3. Clean mirror
4. Wipe down vanity & sink
5. Wipe down any soap dispensers or items that sit on the vanity
6. Take out garbage
7. Remove any towels, bring them to laundry and replace with clean towels
8. Sweep & mop floors

Restock

1. Toilet Paper
2. Shampoo, Conditioner, Body Wash
3. Hand soap
4. Toothpaste
5. Q-tips
6. Check if you are getting low on any self care or personal hygiene items

