Declutter / organize pantry Wipe down cabinets Deep clean stove & oven Organize cabinets Organize drawers Wash & put away dishes Throw out expired food Deep clean fridge and freezer, including ice maker Clean behind fridge & stove **Empty trash** Scrub inside of microwave Wipe down backsplash Wipe down large & small appliances Dust tops of cabinets Scrub & disinfect sink Clean garbage disposal Wash out garbage can Wipe down handles & knobs Wipe down switches Clean floors & grout Wipe down all surfaces **Dust electronics** Dust all nick knacks Organize misc. items Organize media cabinet Steam-clean couch & chairs Clean under couch cushions Wash slipcovers Wash throw blankets Wash pillow covers Vacuum drapes Polish wood

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DINING ROOM

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	Dust buffet / sideboard Organize buffet / sideboard Wipe down table Polish silver Polish wood Sweep & mop / vacuum Dust all nick knacks Wipe / steam clean chairs Clean tableware & linens
AT	HROOMS
	Scrub shower
	Scrub sinks, bathtub, faucets
	Wash shower curtain
	Empty trash
	Wash out garbage can
	Wipe down mirrors
	Wine down cabinets

- Wipe down cabinets
- Scrub countertops
- Scrub toilet
- Wash rugs
- Organize cabinets and drawers
- Deep clean grout
- Unclog all drains

- Wipe down all furniture
- Vacuum drapes
- Put away / organize clothes
- Wash pillows
- Wash bedding
- Flip & rotate mattress
- Disinfect toys & nick nacks
- □ Disinfect electronics

ENTIRE HOUSE

	Wipe down walls
	Pick up items from floor
	Dust decorative items
	Clean mirrors
	Clean TV / computer screens
	Change air filters
	Wipe ceiling vent covers
	Polish wood floors
	Steam-clean carpets
	Replace burned-out bulbs
	Dust light fixtures
	Dust corners and ceiling fans
	Clean blinds & windowsills
	Clean windows inside &
	outside
	Clean light switch plates
	Clean & disinfect door knobs
	Dust and wipe baseboards
	and trim
	Launder throw rugs
	Open windows for fresh air
	Sweep & mop / vacuum
	Change batteries in smoke &

CLOSETS

- ☐ Organize clothing & shoes Dry clean / mend certain clothes
- **Dust shelves**
- Donate unused items

CO2 detectors

Check fire extinguishers

Make all general repairs

Freshen house w/ fragrance

ENTRYWAY

Dust furniture Clean rug / welcome mat Organize shoes / coats

File documents Backup old computer files Organize cabinets / drawers Refill office supplies Dust desktop & furniture Dust & disinfect electronics Shred unneeded paperwork

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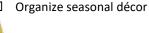
LAUNDRY ROOM

Empty trash Wipe shelves and cabinets Clean / sanitize washing machine Clean out dryer vent & duct Wipe down washer & dryer Reorganize supplies Scrub sink & faucet Wash clothes & linens Clean behind & under washer & dryer

☐ Empty trash

Sweep floors
Clean up oil spills
Clean out vehicles
Recycle hazardous waste
Organize tools

Organize sports equipment



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