

SPRING CLEANING CHECKLIST

OFFICE

- Open windows for fresh air
- Clean windows
- Dust desk and shelves
- Dust vents
- Organize and tidy
 - Books & Supplies
- Clean
 - Computer screen
 - Keyboard
 - Mouse
- Vacuum/Mop

KITCHEN

- Open windows for fresh air
- Tidy & wipe down cabinets
- Disinfect counters
- Clean sink & faucets
- Clean windows
- Clean microwave
- Clean countertop appliances
- Clean refrigerator
- Run the dishwasher
- Remove trash
- Clean trash cans
- Dust vents
- Vacuum/sweep
- Mop

SUPPLIES

- Glass cleaner
- Stainless steel cleaner
- All-purpose cleaner
- Shower & tile cleaner
- Toilet cleaner
- Mop
- Mopping solution
- Bucket
- Broom
- Dusting spray
- Paper towels
- Dusting wand
- Scrub brush
- Sponges
- Laundry baskets

DINING ROOM

- Open windows for fresh air
- Dust
 - Ceiling fan
 - Blinds
 - Tables & chairs
 - Vents
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Organize decor
- Vacuum/sweep

BATHROOM

- Open windows for fresh air
- Organize and tidy
- Dust
 - Counters and shelves
 - Vents
- Clean windows
- Wipe down faucets & sinks
- Scrub toilet
- Scrub shower
- Wipe down baseboards
- Clean or change rugs & shower curtains
- Vacuum/sweep
- Mop

ENTRYWAY

- Clean or change rugs
- Wipe down baseboards
- Organize decor
- Vacuum/sweep

LIVING ROOM

- Open windows for fresh air
- Organize and tidy
- Dust
 - Ceiling fan
 - Blinds
 - Tables
 - Vents
- Wash or change curtains
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Vacuum/sweep
- Mop

BEDROOMS

- Open windows for fresh air
- Organize and tidy
- Dust
 - Ceiling fan
 - Blinds
 - Tables
 - Vents
- Wash or change curtains
- Wash or change bedding
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Vacuum/sweep
- Mop

CLOSETS

- Organize apparel
- Dust shelves
- Wipe down baseboards
- Donate unused items
- Vacuum/sweep