

Weekly Cleaning Checklist

Week of _____

TASKS	DAY
<i>Kitchen</i>	
Wipe down/disinfect countertops	<input type="checkbox"/>
Wipe down/clean small/large appliances & cabinets	<input type="checkbox"/>
Dust light fixtures	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>
Throw away food that has expired	<input type="checkbox"/>
Shake out rugs	<input type="checkbox"/>
Clean out trash/recycling cans	<input type="checkbox"/>
<i>Living Family room</i>	
Dust: furniture, lightening fixtures, blinds.	<input type="checkbox"/>
Clear clutter: put magazine & sort and discard unwanted mail	<input type="checkbox"/>
Vacuum floor & upholstery	<input type="checkbox"/>
Rotate & Fluff sofa cushions/pillows	<input type="checkbox"/>
<i>Bathrooms</i>	
Clean/disinfect: Sinks, shower/tub, toilets, mirror	<input type="checkbox"/>
Wash bath rugs	<input type="checkbox"/>
Dust light fixtures	<input type="checkbox"/>
Mop floors	<input type="checkbox"/>
Empty wastebaskets	<input type="checkbox"/>

TASKS	DAY
<i>Bedrooms</i>	
Change/Wash Bedding	<input type="checkbox"/>
Dust furniture, blinds, & lighting fixtures	<input type="checkbox"/>
Vacuum	<input type="checkbox"/>
Fluff Pillows & comforter	<input type="checkbox"/>
<i>Miscellaneous</i>	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

A Few Helpful Tips:

Keep all of your cleaning supplies in a carrying case. This way all your supplies are in one place and easier to access.

Clean by room - This makes it easier to stay on task and gives a greater sense of accomplishment.

Plan to clean one or two rooms a day versus trying to clean the entire house in one day.