

Daily Tasks

Area	Checklist
Boys' Room & Hallway	<input type="checkbox"/> Pick up toys and books <input type="checkbox"/> Put away clean laundry <input type="checkbox"/> Wash clothes/bedding
Boys' Bathroom	<input type="checkbox"/> Hang towels to dry <input type="checkbox"/> Check toilet paper and hand soap <input type="checkbox"/> Swish/swipe toilet and sink <input type="checkbox"/> Wash/dry/put away diapers
Family Room	<input type="checkbox"/> Pick up toys <input type="checkbox"/> Fold blankets and straighten pillows <input type="checkbox"/> Clear dining table
Kitchen	<input type="checkbox"/> Load/unload dishwasher <input type="checkbox"/> Empty and wipe out sink <input type="checkbox"/> Wipe counters and appliances <input type="checkbox"/> Wipe fast chairs <input type="checkbox"/> Put away food and toss old leftovers
Living Room	<input type="checkbox"/> Fold blankets & straighten pillows <input type="checkbox"/> Put away random items
Office	<input type="checkbox"/> Shred sensitive materials <input type="checkbox"/> File papers <input type="checkbox"/> KK clear desk by 5:30 M-F
Master Bedroom & Bath	<input type="checkbox"/> Make bed <input type="checkbox"/> Clear dresser and counters <input type="checkbox"/> Swish/swipe toilet and sinks <input type="checkbox"/> Hang towels <input type="checkbox"/> Put away clean laundry
Laundry & Garage	<input type="checkbox"/> Check/switch clothes <input type="checkbox"/> Rinse/wipe sink <input type="checkbox"/> Check doors before bed
Outside	<input type="checkbox"/> Get mail <input type="checkbox"/> Check for packages <input type="checkbox"/> Pick up loose trash in yard