**CLEANING CHECKLIST**

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| **KITCHEN*** Use a wet rag to wipe down problem spots on the floor that love to collect debris (the toe kick underneath the cabinets, or underneath the dinner table)
* Fold and hang dish towels
* Organize the fridge / pantry and use this time to plan meals for the week
* Wipe down kitchen, dining and food prep surfaces with an all-purpose cleaner
* Load dishwasher
* Empty garbage
* Wipe down the microwave, crumb tray of toaster, etc.
* Rinse bottom of the sink, run the disposal
* Toss expired food
 |  | **LIVING/BEDROOM AREAS*** Tidy up the living room, fold blankets, stack books and magazines
* Dust the entertainment center
* Straighten pillows, blankets, couch cushions etc.
* Organize clutter, sort mail and paperwork
* Do a load of laundry daily to prevent piles from building up
* Empty all the wastebaskets throughout the house
* Go throughout the house with a basket collecting items that don't belong and return them to the proper place
* Straighten up the mudroom and arrange boots and shoes
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| **BATHROOMS*** Clean the sink, faucet and surfaces
* Give the toilet a quick scrub Clean the mirror
* Ring out wash cloths and bath toys, rinse tub
* Hang or fold towels
 |  | **MISC.*** vacuum the floors throughout the house
* Mop the floors throughout the house
* Wipe down cell phones
* Tidy up the garage, the front porch
* Clean litter boxes/pet areas
* Wipe down gym equipment

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