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CLEANING SCHEDULE

HOUSEHOLD	YEAR / SEASON	CLEANING DAY(S)	SUPPLIES TO RESTOCK

DAILY (15 MINUTES)

- ☐ Dishes done, sink empty
- ☐ Wipe kitchen counters and stove
- ☐ Quick tidy of living areas
- ☐ Make beds
- ☐ Sort mail and paper
- ☐ Wipe bathroom sink

EVERY TWO WEEKS

- ☐ Wipe appliance fronts and handles
- ☐ Clean mirrors and glass
- ☐ Vacuum sofa and cushions
- ☐ Wipe light switches and door handles

QUARTERLY

- ☐ Wash windows inside
- ☐ Clean under and behind furniture
- ☐ Declutter one closet
- ☐ Wipe kitchen cabinets
- ☐ Replace HVAC filter
- ☐ Flip or rotate mattresses

WEEKLY

- ☐ Clean toilets, sinks, showers
- ☐ Vacuum all floors
- ☐ Mop hard floors
- ☐ Change bed sheets
- ☐ Dust surfaces
- ☐ Empty all trash and recycling
- ☐ Clean out the fridge
- ☐ Laundry, towels

MONTHLY

- ☐ Clean microwave and oven
- ☐ Wipe baseboards
- ☐ Dust ceiling fans and vents
- ☐ Wash shower curtain and bath mats
- ☐ Clean dishwasher filter
- ☐ Vacuum mattresses
- ☐ Run washing machine clean cycle

TWICE A YEAR

- ☐ Wash windows outside
- ☐ Clean gutters
- ☐ Deep clean carpets and rugs
- ☐ Wash pillows and comforters
- ☐ Clean fridge coils
- ☐ Test smoke and CO alarms