# CLEANING
## checklist routine

### KITCHEN
- [ ] Pick up items that are out of place
- [ ] Load the dishwasher with dishes
- [ ] Clean pots and pans
- [ ] Operate the garbage disposal
- [ ] Sanitize the sink
- [ ] Start the dishwasher
- [ ] Clean the faucet
- [ ] Clean the microwave interior
- [ ] Wipe down the backsplash
- [ ] Clean the stove top
- [ ] Clean all kitchen appliances
- [ ] Spot clean the kitchen cabinets
- [ ] Disinfect kitchen countertops
- [ ] Sweep the kitchen floor
- [ ] Mop the kitchen floor

### BATHROOM
- [ ] Pick up items that are out of place
- [ ] Take dirty towels to the laundry
- [ ] Replace with new towels
- [ ] Clean the mirror
- [ ] Wipe down the countertops
- [ ] Clean the sink faucet
- [ ] Scrub the sink
- [ ] Wipe the fronts of the cabinets
- [ ] Clean the exterior of the toilet
- [ ] Scrub the shower or tub
- [ ] Scrub the inside of the toilet
- [ ] Shake out or vacuum the rugs
- [ ] Sweep and mop the floor
- [ ] Restock the toilet paper
- [ ] Take out the trash

### BEDROOMS
- [ ] Remove bed linens and wash them
- [ ] Pick up items that are out of place
- [ ] Place dirty clothes in the laundry hamper
- [ ] Declutter and tidy up the nightstand
- [ ] Dust the nightstand and its accessories
- [ ] Spot clean the nightstand and other furniture
- [ ] Polish the wooden furniture
- [ ] Dust the lampshades
- [ ] Wipe down the baseboards and doors
- [ ] Dust the furniture
- [ ] Take out the trash
- [ ] Replace the bed linens and make the bed
- [ ] Dust the window treatments
- [ ] Spot clean any stains on the carpet
- [ ] Vacuum the carpet

### FAMILY ROOM
- [ ] Pick up items that are out of place
- [ ] Store gaming equipment
- [ ] Dust decorations and accessories
- [ ] Dust built-in furniture and surfaces
- [ ] Dust window coverings
- [ ] Dust the television
- [ ] Polish wooden furniture
- [ ] Vacuum under couch cushions
- [ ] Vacuum beneath couches
- [ ] Vacuum upholstered furniture
- [ ] Clean leather furniture
- [ ] Arrange pillows
- [ ] Vacuum the carpet
- [ ]
- [ ]

### LAUNDRY ROOM
- [ ] Pick up items that are out of place
- [ ] Complete the laundry washing
- [ ] Complete the laundry drying
- [ ] Organize the cleaning supplies
- [ ] Organize the laundry supplies
- [ ] Put away all the clean laundry
- [ ] Vacuum behind the washer and dryer
- [ ] Clean the lint filter
- [ ] Wipe down the washer and dryer
- [ ] Run a hot cycle in the washer with bleach
- [ ] Wipe the baseboards and doors
- [ ] Take out the trash
- [ ] Sweep the laundry room
- [ ] Mop the laundry room
- [ ] Restock cleaning supplies

### OFFICE
- [ ] Clean up spills
- [ ] Organize the pile of mail
- [ ] Remove clutter from the desk
- [ ] Organize papers into folders
- [ ] Clear the bulletin board
- [ ] Dust the window treatments
- [ ] Dust surfaces and accessories
- [ ] Dust books and bookshelves
- [ ] Polish the wooden furniture
- [ ] Clean the computer screen
- [ ] Clean the keyboard and mouse
- [ ] Dispose of the trash
- [ ] Clean the baseboards and doors
- [ ] Spot clean the carpet
- [ ] Vacuum the carpet