



# *Cleaning* BINDER

THE *Savvy* COUPLE

# CLEANING *Goals*

MY MAIN CLEANING GOAL IS:

SET MINI GOALS

BREAK YOUR MAIN CLEANING GOAL DOWN INTO 3 MINI CLEANING GOALS

MINI GOAL 1:

MINI GOAL 2:

MINI GOAL 3:

CREATE ACTION PLAN CLEANING CHECKLIST

WHAT ARE THE ITEMS NEEDED TO COMPLETE EACH OF THE MINI GOALS?

CHECKLIST 1:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

CHECKLIST 2:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

CHECKLIST 3:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

# SUPPLIES *List*

## GENERAL CLEANING

- PAPER TOWELS
- OLD RAGS
- MAGIC ERASER
- BUCKET
- MOP
- SPONGE
- SMALL CLEANING BRUSH
- OLD TOOTHBRUSH
- BROOM
- DUSTPAN
- SUPPLY CADDY
- VACUUM
- GLOVES
- DUSTER
- MICROFIBER CLOTHS
- CARPET CLEANER
- MULTI-PURPOSE CLEANER
- FLOOR CLEANER
- WOOD POLISH SPRAY
- SPRAY BOTTLE
- DISINFECTING WIPES

## BATHROOM

- TOILET BOWL CLEANER
- TOILET BOWL BRUSH
- DISINFECTANT SPRAY
- SHOWER CLEANER
- GLASS CLEANER
- SQUEEGEE

## KITCHEN

- GARBAGE BAGS
- DISH SOAP
- DISHWASHER DETERGENT
- OVEN CLEANER
- APPLIANCE CLEANER
- STAINLESS STEEL SCRUBS
- KITCHEN DISINFECTANT

# SUPPLIES *Inventory*

DATE	PRODUCT	AMOUNT LEFT	QUANTITY

# SHOPPING *List*

## CLEANING PRODUCTS

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## CLEANING TOOLS

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## OTHER CLEANING PRODUCTS

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

# CLEANING *Calendar*

YEAR: \_\_\_\_\_

**JANUARY**

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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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**JULY**

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**AUGUST**

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**SEPTEMBER**

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**OCTOBER**

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**NOVEMBER**

--

**DECEMBER**

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# CLEANING *Calendar*

YEAR: \_\_\_\_\_

TASK

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC






# SPRING *Cleaning*

## KITCHEN

- DEEP CLEAN OVEN, WIPE STOVETOP
- CLEAN & DEODORIZE DISHWASHER
- CLEAN COFFEE MAKER WITH VINEGAR & WATER
- CLEAN OUT & WIPE DOWN FRIDGE & FREEZER
- CLEAN & DEODORIZE THE DRAINS
- WASH INSIDE OF GARBAGE CAN
- WIPE DOWN ALL APPLIANCES

## BATHROOMS

- WASH OR WIPE DOWN SHOWER CURTAINS
- CHECK SHOWER CURTAIN LINER (REPLACE)
- WASH BATHROOM RUGS
- VACUUM & DUST CABINETS, UNDER SINK, IN DRAWERS
- CLEAN & REFILL SOAP DISPENSERS
- CHECK TOILET BRUSH (REPLACE)
- CLEAN GROUT & TILE
- CLEAN DOORS

## BEDROOMS

- WASH ALL BEDDING & LINENS (CHECK FOR REPLACEMENT)
- FLIP & ROTATE MATTRESSES
- VACUUM UNDER BEDS & FURNITURE
- WIPE DOWN WALLS & BASEBOARDS

## LIVING SPACE

- STEAM CLEAN UPHOLSTERED FURNITURE
- WASH PILLOWS & THROW BLANKETS
- WASH AREA RUGS
- WIPE DOWN WALLS, WINDOWS & BASEBOARDS

## GENERAL SPRING CLEANING

- SPOT CLEAN LIGHT FIXTURES, DOOR KNOBS, WALLS
- DUST DÉCOR
- DUST CEILING FANS
- DUST BASEBOARDS
- STEAM CLEAN CARPETS & FLOORS
- CHECK & REPLACE BATTERIES IN DETECTORS
- CHECK FIRE EXTINGUISHERS
- CHECK & REPLACE AIR FILTERS
- VACUUM VENTS
- VACUUM BEHIND FURNITURE
- VACUUM DRYER LINT TRAP
- WASH THE WINDOWS, CURTAINS, & BLINDS
- CHECK LIGHTBULBS (REPLACE)

## OUTDOOR SPACE

- PRESSURE-WASH EXTERIOR AREAS
- CLEAN OUTDOOR FURNITURE
- CLEAN DOORMATS
- CLEAN GRILL
- TRIM SHRUBBERY, WEED GARDENS
- CHECK EXTERIOR OF HOUSE

## NOTES

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# CLEANING *Schedule*

## JANUARY































# CLEANING *Schedule*

## FEBRUARY































# CLEANING *Schedule*

## MARCH































# CLEANING *Schedule*

## APRIL































# CLEANING *Schedule*

MAY































# CLEANING *Schedule*

## JUNE

# CLEANING *Schedule*































## JULY

































# CLEANING *Schedule*

## AUGUST































# CLEANING *Schedule*

## SEPTEMBER































# CLEANING *Schedule*

## OCTOBER































# CLEANING *Schedule*

## NOVEMBER

# CLEANING *Schedule*

## DECEMBER

# CLEANING *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<ul style="list-style-type: none"> <li>• SCRUB TOILETS</li> <li>• CLEAN MIRROR</li> <li>• BATHROOM SINK</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE APPLIANCES</li> <li>• SWEEP/SWIFFER FLOORS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN SHOWER/TUB</li> <li>• CLEAN MICROWAVE</li> </ul>	<ul style="list-style-type: none"> <li>• DUST CEILING FANS</li> <li>• WIPE HANDLES &amp; SWITCHES</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN BASEBOARDS</li> <li>• EMPTY SCHOOLBAGS</li> </ul>	<ul style="list-style-type: none"> <li>• WASH SHEETS</li> <li>• VACUUM</li> <li>• CLEAN FRIDGE COILS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN OUT FRIDGE/PANTRY</li> <li>• WASH TOWELS</li> </ul>
<ul style="list-style-type: none"> <li>• SCRUB TOILETS</li> <li>• CLEAN MIRROR</li> <li>• BATHROOM SINK</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE APPLIANCES</li> <li>• SWEEP/SWIFFER FLOORS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN SHOWER/TUB</li> <li>• CLEAN TOASTER</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN DOORS</li> <li>• WIPE HANDLES &amp; SWITCHES</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN BASEBOARDS</li> <li>• EMPTY SCHOOLBAGS</li> </ul>	<ul style="list-style-type: none"> <li>• WASH SHEETS</li> <li>• VACUUM</li> <li>• CHANGE FILTERS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN OUT FRIDGE/PANTRY</li> <li>• WASH TOWELS</li> </ul>
<ul style="list-style-type: none"> <li>• SCRUB TOILETS</li> <li>• CLEAN MIRROR</li> <li>• BATHROOM SINK</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE APPLIANCES</li> <li>• SWEEP/SWIFFER FLOORS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN SHOWER/TUB</li> <li>• CLEAN OVEN</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE CABINETS</li> <li>• WIPE HANDLES &amp; SWITCHES</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN BASEBOARDS</li> <li>• EMPTY SCHOOLBAGS</li> </ul>	<ul style="list-style-type: none"> <li>• WASH SHEETS</li> <li>• VACUUM</li> <li>• SPOT CLEAN WALLS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN OUT FRIDGE/PANTRY</li> <li>• WASH TOWELS</li> </ul>
<ul style="list-style-type: none"> <li>• SCRUB TOILETS</li> <li>• CLEAN MIRROR</li> <li>• BATHROOM SINK</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE APPLIANCES</li> <li>• SWEEP/SWIFFER FLOORS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN SHOWER/TUB</li> <li>• CLEAN DISHWASHER</li> </ul>	<ul style="list-style-type: none"> <li>• DUST SURFACES</li> <li>• WIPE HANDLES &amp; SWITCHES</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN BASEBOARDS</li> <li>• EMPTY SCHOOLBAGS</li> </ul>	<ul style="list-style-type: none"> <li>• WASH SHEETS</li> <li>• VACUUM</li> <li>• CLEAN DRAINS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN OUT FRIDGE/PANTRY</li> <li>• WASH TOWELS</li> </ul>
<ul style="list-style-type: none"> <li>• SCRUB TOILETS</li> <li>• CLEAN MIRROR</li> <li>• BATHROOM SINK</li> </ul>	<ul style="list-style-type: none"> <li>• WIPE APPLIANCES</li> <li>• SWEEP/SWIFFER FLOORS</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN SHOWER/TUB</li> <li>• REMOVE DRYER LINT</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN WINDOWS AND BLINDS</li> <li>• WIPE HANDLES &amp; SWITCHES</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN BASEBOARDS</li> <li>• EMPTY SCHOOLBAGS</li> </ul>	<ul style="list-style-type: none"> <li>• WASH SHEETS</li> <li>• VACUUM</li> <li>• ORGANIZE PANTRY</li> </ul>	<ul style="list-style-type: none"> <li>• CLEAN OUT FRIDGE/PANTRY</li> <li>• WASH TOWELS</li> </ul>

# JANUARY *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# FEBRUARY *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY



# MARCH *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# APRIL *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# MAY *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# JUNE *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# JULY *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# AUGUST *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# SEPTEMBER *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# OCTOBER *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY



# NOVEMBER *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# DECEMBER *Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

# LAUNDRY *Symbols*

## WASH/DRY



**MACHINE  
WASH**



**MACHINE  
WASH COLD**



**MACHINE  
WASH WARM**



**MACHINE  
WASH HOT**



**HAND WASH**



**DO NOT  
WASH**



**BLEACH**



**DO NOT  
BLEACH**



**TUMBLE  
DRY**



**TUMBLE DRY  
LOW HEAT**



**TUMBLE DRY  
MED HEAT**



**FLAT DRY**



**LINE DRY**



**DO NOT  
TUMBLE DRY**



**DO NOT DRY  
CLEAN**

## IRON/PRESS



**IRON SAFE**



**IRON LOW  
HEAT**



**IRON MED  
HEAT**



**IRON HIGH  
HEAT**



**DO NOT IRON**

# 30 DAY DECLUTTER *Challenge*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
REFRIGERATOR <input type="checkbox"/>	FREEZER <input type="checkbox"/>	PANTRY <input type="checkbox"/>	TOP CABINETS <input type="checkbox"/>	BOTTOM CABINETS <input type="checkbox"/>	DRAWERS <input type="checkbox"/>	NIGHTSTANDS <input type="checkbox"/>
DRESSER DRAWERS <input type="checkbox"/>	MASTER CLOSET <input type="checkbox"/>	KID CLOSETS <input type="checkbox"/>	UNDER BEDS <input type="checkbox"/>	CATCH UP DAY <input type="checkbox"/>	SINK & CABINETS <input type="checkbox"/>	TOILETRIES & MAKEUP <input type="checkbox"/>
MEDICINE CABINET <input type="checkbox"/>	LINEN CLOSET <input type="checkbox"/>	CLEANING SUPPLIES <input type="checkbox"/>	LAUNDRY ROOM <input type="checkbox"/>	EMAIL <input type="checkbox"/>	PURSE/WALLET <input type="checkbox"/>	BACKUP PHOTOS <input type="checkbox"/>
UNUSED APPS <input type="checkbox"/>	PAPERWORK <input type="checkbox"/>	OFFICE/DESK <input type="checkbox"/>	COMPUTER FILES <input type="checkbox"/>	JUNK DRAWER <input type="checkbox"/>	CAR <input type="checkbox"/>	KID TOYS <input type="checkbox"/>
COAT CLOSET <input type="checkbox"/>	CRAFT SUPPLIES <input type="checkbox"/>	GARAGE <input type="checkbox"/>	BOOKS & GAMES <input type="checkbox"/>	WINTER GEAR <input type="checkbox"/>	UNWORN SHOES <input type="checkbox"/>	CELEBRATE YOUR SUCCESS! <input type="checkbox"/>

# WEEKLY *Cleaning*

DAILY CLEANING TASK	M	T	W	T	F	S	S

**MONDAY**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**TUESDAY**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**WEDNESDAY**

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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**THURSDAY**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**FRIDAY**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**WEEKEND**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

# WEEKLY *Cleaning*

**MONDAY (KITCHEN)**

- CLEAN SINK & COUNTERS
- WIPE ALL KITCHEN APPLIANCES
- SWEEP & MOP
- CLEAN KITCHEN TABLE
- \_\_\_\_\_

**TUESDAY (LIVING/FAMILY)**

- VACUUM, SWEEP, & MOP
- DUST & WASH SURFACES
- WASH BLANKETS & FEBREEZE FURNITURE
- PICKUP CLUTTER
- \_\_\_\_\_

**WEDNESDAY (BEDROOMS)**

- VACUUM, SWEEP, & MOP
- DUST DRESSER & NIGHTSTANDS
- WASH BEDDING
- PICKUP CLUTTER
- \_\_\_\_\_

**THURSDAY (BATHROOMS)**

- VACUUM, SWEEP, & MOP
- CLEAN TOILET, SINK, SHOWER, & TUB
- WASH RUGS & TOWELS
- WASH COUNTERS, MIRRORS, & DECLUTTER
- \_\_\_\_\_

**FRIDAY (HALLS/ENTRY)**

- VACUUM, SWEEP, & MOP
- DUST & WASH SURFACES
- CLEAN MIRRORS
- PICKUP CLUTTER
- \_\_\_\_\_

**WEEKEND (LAUNDRY/GROCERIES)**

- BUDGET MEETING & WEEKLY MEAL PLAN
- LAUNDRY
- CLEAN OUT FRIDGE
- PICKUP & ORGANIZE
- \_\_\_\_\_

**DAILY**

ONE LOAD OF LAUNDRY

M T W T F S S

RUN THE DISHWASHER

M T W T F S S

MAKE BEDS

M T W T F S S

CLEAN KITCHEN TABLE

M T W T F S S

TAKE OUT TRASH

M T W T F S S

\_\_\_\_\_

M T W T F S S

**MONTHLY**

- WASH WINDOWS
- CLEAN OVEN
- CLEAN MICROWAVE
- CLEAN DOORS
- DEEP CLEAN FRIDGE & FREEZER
- \_\_\_\_\_

# DAILY *Cleaning*

## KITCHEN

- WIPE COUNTERTOPS
- LOAD/UNLOAD DISHWASHER
- WASH ANY OTHER DISHES
- SWEEP FLOORS
- TAKE OUT THE TRASH
- \_\_\_\_\_
- \_\_\_\_\_

## BATHROOMS

- CLEAN MIRROR
- WIPE SINK
- WIPE TOILET SEAT
- CLEAN THE BOWL
- REPLACE DIRTY TOWELS
- \_\_\_\_\_
- \_\_\_\_\_

## BEDROOMS

- MAKE BED
- FOLD & PUT AWAY CLOTHES
- ORGANIZE AND DECLUTTER
- \_\_\_\_\_

## LIVING AREAS

- STRAIGHTEN OUT PILLOWS
- FOLD BLANKETS
- VACUUM/SWEEP (IF NEEDED)
- PUT AWAY TOYS
- ORGANIZE REMOTES/BOOKS/MAGS
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## OTHER

- CHECK MAIL
- ONE LOAD OF LAUNDRY
- FEED THE PET
- WALK THE YARD FOR GARBAGE/BIG STICKS
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

# DAILY *Cleaning*

MORNING	M	T	W	T	F	S	S
MAKE BEDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UNLOAD THE DISHWASHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIPE KITCHEN COUNTERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PICKUP CLUTTER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AFTERNOON	M	T	W	T	F	S	S
CLEAN UP DISHES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLEAN OUT LUNCHBOXES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SORT AND DECLUTTER MAIL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUT AWAY LAUNDRY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AFTERNOON	M	T	W	T	F	S	S
LOAD AND RUN DISHWASHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ONE LOAD OF LAUNDRY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PICKUP CLUTTER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WIPE COUNTERS AND SINK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# DAILY *Cleaning* SCHEDULE



DATE: \_\_\_\_\_

CLEANING SCHEDULE
6:00 AM
7:00 AM
8:00 AM
9:00 AM
10:00 AM
11:00 AM
12:00PM
1:00 PM
2:00PM
3:00 PM
4:00 PM
5:00 PM
6:00 PM
7:00 PM
8:00 PM
9:00 PM
10:00 PM

## TO-DO LIST

- \_\_\_\_\_
- \_\_\_\_\_
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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



# FAMILY CHORE *Chart*

CHORE	FAMILY MEMBER	M	T	W	T	F	S	S

# CHORE *Chart*

NAME: \_\_\_\_\_

CHORE	M	T	W	T	F	S	S

# KITCHEN CLEANING Checklist

DAILY CLEANING TASK	M	T	W	T	F	S	S
UNLOAD DISHWASHER							
PUT AWAY CLEAN DISHES							
WIPE DOWN COUNTER TOPS							
CLEAN SINK							
LOAD DISHWASHER							
SWEEP FLOOR							
EMPTY TRASH IF NEEDED							
CLEAN CLUTTER PILES							

## WEEKLY

- WALLS BEHIND COUNTERTOPS
- FLOOR CORNERS
- MOP FLOOR
- DISINFECT ALL KNOBS, SWITCHES & HANDLES
- CEILING FANS & LIGHT FIXTURE
- WINDOWS/ TRACKS
- COBWEBS
- DISINFECT COUNTER TOPS
- CLEAN GARBAGE DISPOSAL
- WIPE MICROWAVE
- WIPE DOWN CHAIRS
- \_\_\_\_\_

## MONTHLY

- CLEAN BEHIND & UNDER FRIDGE
- DUST ON TOP OF CBINETS
- WIPE CABINETS/ HANDLES
- WIPE OUT DRAWERS
- SINK/FAUCET (CLEAN & POLISH)
- CLEAN MICROWAVE
- CLEAN STOVEHOOD/ STOVE/ OVEN
- CLEAN REFRIGERATOR & FREEZER
- CLEAN & DEODORIZE DISHWASHER
- WIPE DOWN PANTRY SHELVES
- \_\_\_\_\_
- \_\_\_\_\_

# BATHROOM CLEANING Checklist

DAILY CLEANING TASK	M	T	W	T	F	S	S
CLEAN OFF COUNTERTOPS							
WIPE TOILET SEAT/RIM							
CLEAN MIRROR IF NEEDED							
RESTOCK TOILET PAPER							
FRESHEN TOWELS IF NEEDED							
EMPTY GARBAGE IF NEEDED							
SQUEEGEE SHOWER WALLS							

- WEEKLY**
- DISINFECT ALL KNOBS, HANDLES, & SWITCHES
  - DISINFECT COUNTERTOPS
  - DISINFECT SINK
  - THOROUGHLY CLEAN THE TOILET
  - SWEEP THE FLOOR
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

- MONTHLY**
- WIPE OUT CABINETS & CLEAN SHELVES
  - WIPE OUT ALL DRAWERS
  - CLEAN CABINET DOORS
  - DUST VENTS & BATHROOM FAN
  - DUST CLEAN VANITY LIGHT FIXTURES
  - DISINFECT BATHTUB/SHOWER
  - CLEAN SHOWER HEAD
  - STEAM CLEAN THE FLOOR
  - REFILL SOAP
  - \_\_\_\_\_
  - \_\_\_\_\_

# BEDROOM CLEANING *Checklist*

DAILY CLEANING TASK	M	T	W	T	F	S	S
MAKE BED							
DISCARD PAJAMAS							
PICKUP CLOTHES							
CLOSE DRAWERS							
CLEAR OFF NIGHTSTAND							

- WEEKLY**
- DISINFECT KNOBS, HANDLES, & SWITCHES
  - VACUUM FLOORS
  - VACUUM HALLWAY
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

- MONTHLY**
- DUST WALLS & CORNERS
  - DUST VENTS & CELING FANS
  - DUST/ WASH LIGHT FIXTURES IN ROOMS & HALLWAY
  - WASH BLINDS & CURTAINS
  - WIPE DOWN WINDOWS & DOORS (MOLDING, TRACKS)
  - CLEAN BASEBOARDS IN ROOMS & HALLWAY
  - STEAM CLEAN THE FLOOR
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

# LIVING/DINING ROOM *Checklist*

DAILY CLEANING TASK	M	T	W	T	F	S	S
DISHES TO KITCHEN							
CLEAR OFF TABLE CLUTTER							
ORGANIZE AND DECLUTTER							
SWEEP THE FLOOR							
PAPER INTO RECYCLING							
BLANKETS INTO BASKETS							
WIPE TABLES							

## WEEKLY

- DISINFECT KNOBS, HANDLES, & SWITCHES
- DISINFECT STAIR RAILINGS & BANISTER
- VACUUM THE FLOOR
- WASH BLANKETS
- WIPE CHAIRS
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## MONTHLY

- DUST WALLS & CORNERS
- DUST VENTS & CEILING FANS
- DUST/ WASH LIGHT FIXTURES
- WASH BLINDS & CURTAINS
- WIPE DOWN WINDOWS & DOORS (MOLDING, TRACKS)
- CLEAN BASEBOARDS
- STEAM CLEAN THE FLOOR
- CLEAN FIREPLACE, HEARTH, & MANTLE
- REMOVE FIREPLACE ASHES
- STEAM CLEAN THE FLOOR
- \_\_\_\_\_



# LAUNDRY ROOM *Checklist*

DAILY CLEANING TASK	M	T	W	T	F	S	S
ORGANIZE AND DECLUTTER							

- WEEKLY**
- DISINFECT ALL KNOBS, HANDLES, & SWITCHES
  - DISINFECT COUNTERTOPS
  - DISINFECT THE SINK
  - SWEEP THE FLOOR
  - EMPTY DRYER LINT
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

- MONTHLY**
- DUST VENTS & FANS
  - DUST & WASH LIGHT FIXTURES
  - WIPE OUT ALL CABINETS AND CLEAN SHELVES
  - WIPE OUT ALL DRAWERS
  - STEAM CLEAN THE FLOOR
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

# FOYER & OUTDOOR Checklist

DAILY CLEANING TASK	M	T	W	T	F	S	S
SWEEP FRONT PORCH							
WATER FLOWERS							

## WEEKLY

- DISINFECT ALL KNOBS, HANDLES, & SWITCHES
- WIPE DOWN CHAIRS
- SWEEP FLOORS IN FOYER
- PICK UP TRASH & DEBRIS ON LAWN
- MOW THE LAWN
- WEED GARDENS
- TRIM SHRUBS
- SWEEP DRIVEWAY
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## MONTHLY

- STEAM CLEAN FOYER FLOOR
- PRESSURE-WASH EXTERIOR WALLS
- CLEAN OUTDOOR LIGHT FIXTURES (REPLACE BULBS)
- SWEEP GARAGE FLOOR & REMOVE COBWEBS
- WIPE GARAGE SHELVES
- CLEAN DRIVEWAY OIL STAINS
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# TO DO *List*



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# HOW TO PRINT *Stickers*

THERE ARE A FEW WAYS TO PRINT THE STICKERS, DEPENDING ON WHAT METHOD YOU WOULD LIKE TO USE.

YOU CAN PRINT THEM OUT ON PLAIN WHITE PRINTER PAPER AND THEN CUT THEM OUT. YOU CAN USE CLEAR TAPE OR PACKAGING TAPE TO PLACE INTO YOUR CLEANING BINDER OR PHYSICAL PLANNER.

YOU CAN PRINT THEM OUT ON STICKER PAPER AND USE A TOOL LIKE AN EXACTO KNIFE OR [STICKER CUTTING TOOL](#) TO CUT OUT THE STICKERS. OR IF YOU HAVE A MACHINE LIKE A CRICUT OR SILHOUETTE YOU COULD USE THAT TO CUT THE STICKERS.

YOU CAN FIND STICKER PAPER HERE:

- [CLEAR STICKER PAPER](#)
- [WHITE STICKER PAPER](#)



Clean  
Bathroom



Clean  
Bathroom



Clean  
Bathroom



Clean  
Bathroom



Clean  
Bathroom



Clean  
Bathroom



Vacuum



Vacuum



Vacuum



Vacuum



Vacuum



Vacuum



Dust



Dust



Dust



Dust



Dust



Dust



Garbage



Garbage



Garbage



Garbage



Garbage



Garbage



Clean



Clean



Clean



Clean



Clean



Clean



Laundry



Laundry



Laundry



Laundry



Laundry



Laundry



Mop



Mop



Mop



Mop



Mop



Mop