



Cleaning BINDER

THE *Savvy* COUPLE

CLEANING BINDER

CLEANING BINDER

CLEANING BINDER

CLEANING BINDER

CLEANING BINDER

MY CLEANING BINDER

FAMILY CLEANING BINDER

CLEANING PLANNER

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

SHOPPING *List*

CLEANING PRODUCTS

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

CLEANING TOOLS

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

OTHER CLEANING PRODUCTS

- _____
- _____
- _____
- _____
- _____
- _____
- _____

CLEANING *Calendar*

YEAR: _____

JANUARY

--

FEBRUARY

--

MARCH

--

APRIL

--

MAY

--

JUNE

--

JULY

--

AUGUST

--

SEPTEMBER

--

OCTOBER

--

NOVEMBER

--

DECEMBER

--

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

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

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

- _____
- _____
- _____
- _____
- _____
- _____

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
<input type="checkbox"/>						

RUN THE DISHWASHER

M	T	W	T	F	S	S
<input type="checkbox"/>						

MAKE BEDS

M	T	W	T	F	S	S
<input type="checkbox"/>						

CLEAN KITCHEN TABLE

M	T	W	T	F	S	S
<input type="checkbox"/>						

TAKE OUT TRASH

M	T	W	T	F	S	S
<input type="checkbox"/>						

M	T	W	T	F	S	S
<input type="checkbox"/>						

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"/>						
UNLOAD THE DISHWASHER	<input type="checkbox"/>						
WIPE KITCHEN COUNTERS	<input type="checkbox"/>						
PICKUP CLUTTER	<input type="checkbox"/>						
	<input type="checkbox"/>						

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

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

DAILY *Cleaning* SCHEDULE

M T W T F S S

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

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

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
- _____
- _____
- _____
- _____

TO DO *List*





























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