



# House Cleaning Checklist

## Weekly

KITCHEN	WHO IS RESPONSIBLE?	LAST COMPLETED?
Throw away spoiled food		
Wipe down countertops, stove, and hood		
Scrub the sink and faucet		
Wipe the small and large appliances		
Wipe grease and splatter from cabinets		
Wash dishcloths and towels		
Vacuum and mop the floor		
Vacuum area rugs and wipe anti-fatigue mats		

BATHROOMS	WHO IS RESPONSIBLE?	LAST COMPLETED?
Scrub the sink, tub, and toilet		
Wipe the vanity counter and clean the mirrors		
Wipe glass shower doors		
Wash soap dish and toothbrush holder		
Clear long hairs from the drain		
Vacuum and mop the floor		
Replenish the supplies		
Shake out the bath mats		
Empty the trash		

BEDROOMS	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Dust the furniture		
Wash the sheets		
Wipe smudges from furniture and mirrors		
Vacuum the floor		
Empty the trash		

LIVING/FAMILY ROOM	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Dust all hard surfaces		
Brush off couch cushions		
Vacuum soft furniture		
Vacuum the floor		

## Weekly (continued)

DINING ROOM	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Dust all hard surfaces		
Wipe the dining room table and chairs		
Vacuum upholstered chairs		
Vacuum the floor		

GARAGE	WHO IS RESPONSIBLE?	LAST COMPLETED?
Knockdown cobwebs		
Sweep the floors		

BASEMENT	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Wipe hard surfaces		
Vacuum soft surfaces and the floor		

THROUGHOUT THE HOUSE	WHO IS RESPONSIBLE?	LAST COMPLETED?
Vacuum entryway, hallway, and stairs		
Dust doors, door frames, window sills, blinds		
Declutter		

# Monthly

KITCHEN	WHO IS RESPONSIBLE?	LAST COMPLETED?
Clean the top of cabinets and refrigerator		
Dust light fixtures		
Wipe the cabinets and drawers		
Clean the range hood and filter		
Clean the inside of the refrigerator		
Clean garbage disposal		
Run the oven self-cleaner		
Clean the inside of the dishwasher		
Throw away spoiled food		
Clean the microwave		
Clean the coffee maker		
Sanitize your trash and recycle bins		
Deep clean the floor		

BATHROOMS	WHO IS RESPONSIBLE?	LAST COMPLETED?
Deep clean every nook and cranny of the toilet		
Unclog the drains		
Clean bathroom vent fans		
Wipe the shower rod and rings		
Clean out the drawers and cabinets		
Sanitize the wastebasket		

BEDROOMS	WHO IS RESPONSIBLE?	LAST COMPLETED?
Wash pillows, blankets, comforter, and mattress cover		
Wash drapes and curtains		
Dry dust every hard surface		
Wipe picture frames and windows		
Wipe furniture		
Take inventory of your closet and donate old clothes		
Vacuum and mop the floor		

LIVING/FAMILY ROOM	WHO IS RESPONSIBLE?	LAST COMPLETED?
Wash drapes and curtains		
Dry dust every hard surface		
Vacuum the walls, ceiling, and baseboards		
Spray and wipe all hard surfaces		
Spot treat any stains on the rug or upholstery		
Vacuum underneath couches and mop the floor		

# Monthly (continued)

DINING ROOM	WHO IS RESPONSIBLE?	LAST COMPLETED?
Wash drapes and curtains		
Dry dust every hard surface		
Spray and wipe all hard surfaces		
Clean behind and underneath large furniture		
Vacuum the walls, ceiling, and baseboards		
Vacuum and mop the floor		

GARAGE	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Sweep the walls, ceiling, garage doors, and floor		
Clean and grease the garage door track		
Wipe shelves, appliances, and cabinets		
Clean motor oil stains on the floor		
Clean the entire floor		

BASEMENT	WHO IS RESPONSIBLE?	LAST COMPLETED?
Declutter		
Sweep the walls, ceiling, and floor		
Dust hard surfaces		
Wipe hard surfaces		
Vacuum the floor		

THROUGHOUT THE HOUSE	WHO IS RESPONSIBLE?	LAST COMPLETED?
Wash the trash barrel and recycle bin		
Declutter closets		
Wipe blinds and window sills		
Wash the inside of all windows		

# Yearly

THROUGHOUT THE HOUSE	WHO IS RESPONSIBLE?	LAST COMPLETED?
Clean refrigerator coils		
Clean underneath and behind appliances, large furniture		
Deep clean your dryer		
Wash the exterior of your house		
Clean gutters and downspouts		
Declutter and dust your attic		
Vacuum your fireplace w/ an ash vacuum		
Vacuum all vents		
Declutter the garage		
Declutter the basement		
Mop the basement floor		
Declutter, organize, and clean medicine cabinet		
Steam clean carpets		
Steam clean tile floors		
Wash outside windows		
Wash interior walls		