



CLEANING & ORGANIZING CHECKLIST

Monday: *Kitchen Focus*

- Wipe down countertops and surfaces
- Deep clean sink and faucet
- Sweep / mop the floor
- Empty trash and recycling
- Wipe down appliances (microwave, stove, fridge)
- Clean out fridge
- Clean and straighten kitchen drawers and cabinets

Tuesday: *Bathroom Blitz*

- Clean toilet (bowl and exterior)
- Wipe down bathroom counters and sink
- Clean mirror
- Sweep or mop the floor
- Clean shower/tub
- Clean under bathroom sinks

Wednesday: *Living Room Refresh*

- Dust surfaces (tables, shelves, electronics)
- Vacuum
- Tidy up clutter (books, magazines, toys)
- Wipe down glass surfaces

- Fluff pillows and fold blankets
- If needed steam clean carpets and rugs

Thursday: *Bedroom Basics*

- Make bed
- Tidy up surfaces (nightstands, dressers)
- Dust furniture
- Vacuum & mop floors
- Organize closet
- Clean /organize under the bed

Friday: *General Tidy*

- Change bed linens
- Do laundry
- Water plants
- Check and replenish supplies (soap, toilet paper)
- Quick run through all areas to tidy
- Clean / organize laundry room

Saturday: *Extra Tasks / Deep Cleaning*

- Clean out pantry
- Dust baseboards
- Clean windows/mirrors
- Mop all floors thoroughly
- Vacuum furniture
- Go through piles made throughout home (mail piles, clothes, junk pile, kids piles).

Sunday: *Rest and Plan*

- Relax and enjoy your clean home!
- Review the week and plan for the next.

Notes:

- **Be Realistic:** Don't try to do too much in one day. Adjust the template to fit your schedule and abilities.

- **Prioritize:** Focus on the most important tasks first.
- **Be Consistent:** Sticking to a routine will make organizing easier over time.
- **Delegate:** Share household chores with other family members.

Summary

This weekly cleaning checklist is designed to help you maintain a clean and organized home. By dedicating a small amount of time each day to specific tasks, you can prevent clutter from accumulating and ensure a consistently tidy living space. Remember to adjust the checklist to suit your personal needs and preferences.



Hebwood Home