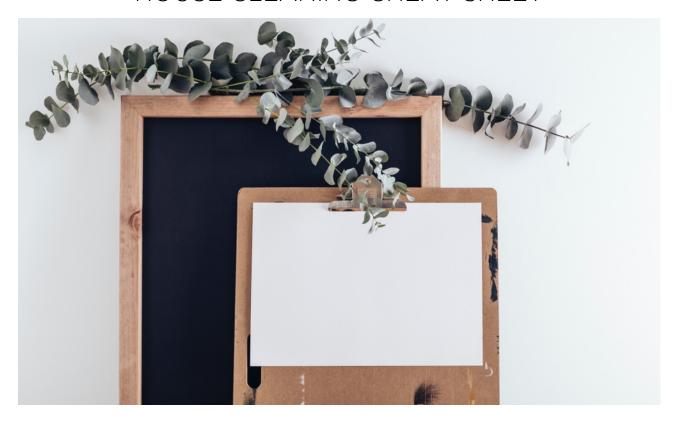


## HOUSE CLEANING CHEAT SHEET



	DAILY	WEEKLY	MONTHLY'ISH
HALLWAYS/WALLS	<ul> <li>Spot clean marks as you see them</li> </ul>	<ul><li>Vacuum or mop floors</li><li>Clean door tracks</li><li>Remove cobwebs</li></ul>	<ul> <li>Dust all the things</li> <li>Wash windows</li> <li>Wash skirting boards</li> <li>Wash walls</li> <li>Check smoke alarms</li> </ul>
KITCHEN	<ul><li>Clear table</li><li>Wash dishes</li><li>Wipe benches</li><li>Wipe sink</li><li>Empty the bin</li></ul>	<ul> <li>Clean out fridge, wipe spills &amp; dump old food</li> <li>Wipe appliances</li> <li>Polish shiny surfaces</li> <li>Mop floors</li> </ul>	<ul> <li>Wash windows</li> <li>Wipe cupboards</li> <li>Dust all the things</li> <li>Clean oven</li> <li>Wash bin</li> </ul>
LOUNGE ROOM	• Tidy up	<ul><li>Dust</li><li>Vacuum or mop floors</li><li>Put away excess items</li></ul>	<ul> <li>Wipe tv, stereo etc</li> <li>Dust all the things</li> <li>Wash windows</li> <li>Vacuum couch (don't forget under!)</li> </ul>



## HOUSE CLEANING CHEAT SHEET

	DAILY	WEEKLY	MONTHLY
BEDROOM	<ul><li>Make bed</li><li>Put clothes away</li><li>Tidy up</li></ul>	<ul><li>Change sheets</li><li>Tidy Up</li><li>Vacuum or mop</li></ul>	<ul> <li>Straighten wardrobe</li> <li>Dust all the things</li> <li>Wash windows</li> <li>Clean under the bed</li> <li>Flip mattress</li> </ul>
BATHROOM	<ul> <li>Clean mirror</li> <li>Wipe benches</li> <li>Wipe sink</li> <li>Wipe toilet</li> <li>Throw out old medicines</li> </ul>	<ul> <li>Clean shower</li> <li>Clean bath</li> <li>Clean toilet</li> <li>Empty bin</li> <li>Mop or vacuum</li> <li>Wash towels, bath mats &amp; hand towels</li> </ul>	<ul> <li>Dust all the things</li> <li>Wash windows</li> <li>Clean exhaust fan</li> <li>Clean mirror</li> <li>Clean showered and screens</li> <li>Wash shower curtain (replace if really gross)</li> </ul>
HOME OFFICE	<ul><li>Sort mail</li><li>Clean up desk</li></ul>	<ul><li>File paid bills</li><li>Shred old items</li><li>Vacuum or mop the floors</li></ul>	<ul> <li>Dust all the things</li> <li>Wash windows</li> <li>Wipe desk &amp; chairs</li> <li>Store outdated files in a safe location</li> </ul>
LAUNDRY	<ul><li>Sort clothes</li><li>Sweep or mop floors</li></ul>	<ul> <li>Wipe washer &amp; dryer</li> <li>Clean benches</li> <li>Wash bedding &amp; towels</li> <li>Remove lint from filters</li> </ul>	<ul> <li>Clean washer (run a vinegar wash)</li> <li>Dust all the things</li> <li>Wash windows</li> <li>Mop floors</li> </ul>
OUTSIDE	<ul><li>Tidy up entry</li><li>Collect mail, junk mail</li><li>&amp; papers</li></ul>	<ul> <li>Sweep entry/patio/ veranda</li> <li>Mow grass (fortnightly in summer</li> <li>Put bins out (&amp; back in)</li> </ul>	<ul> <li>Weed gardens</li> <li>Edge paths</li> <li>Wash windows</li> <li>Wash door and handrails</li> <li>Wash outdoor furniture</li> <li>Trim trees</li> <li>Clean &amp; organise garage</li> </ul>