## House Cleaning Checklist

**by Vertex42.com**

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### Kitchen
- **DAILY**
  - Wash dishes
  - Clear and wipe table
  - Wipe countertops and stove
  - Wipe the sink
  - Sweep
  - Wipe up spots on the floor
  - Take out trash
- **WEEKLY**
  - Wipe up spills in fridge
  - Throw out old food
  - Clean outside of appliances
  - Scrub and shine sink
  - Shake or vacuum rugs
  - Mop
  - Wash windows
  - Clean oven and oven hood
- **MONTHLY**
  - Dust blinds and vacuum curtains
  - Wash windows
  - Wipe cupboard doors
  - Clean fridge
  - Clean small appliances
  - Wash trash can

### Bathroom
- **DAILY**
  - Spray shower with shower mist
  - Clean mirror
  - Wipe the sink and counter
  - Clean the toilet bowl
  - Wipe toilet seat and rim
- **WEEKLY**
  - Mop
  - Clean sink/countertop
  - Wipe door/knobs
  - Clean tub
  - Clean outside of toilet
  - Empty trash
  - Shake or vacuum rugs
  - Clean showerhead
  - Wash windows
  - Wash rugs
  - Wash trash can
- **MONTHLY**
  - Clean showerhead
  - Wash windows
  - Wash rugs
  - Wash trash can

### Bedrooms
- **DAILY**
  - Make bed
  - Straighten nightstand
  - Put clothes away
- **WEEKLY**
  - Change sheets
  - Dust
  - Vacuum
  - Straighten shoes
  - Straighten drawers
  - Dust blinds/vacuum curtains
  - Wash windows
  - Vacuum around the edges of room

### Living/Family Rooms
- **DAILY**
  - Clean up the clutter
  - Straighten pillows/cushions
  - Straighten coffee/end tables
  - Wipe spots off tables
- **WEEKLY**
  - Dust
  - Vacuum
  - Straighten books, DVD’s, etc.
  - Clean mirrors/dust pictures
  - Clean electronics
  - Dust blinds/vacuum curtains
  - Wash windows
  - Vacuum couch
  - Vacuum around the edges of room

### Home Office
- **DAILY**
  - Clean up the clutter
  - Sort mail
- **WEEKLY**
  - File Papers
  - Dust
  - Vacuum
  - Clean mirrors/dust pictures
  - Dust blinds/vacuum curtains
  - Wash windows
  - Vacuum around the edges of room

### Laundry / Utility Room
- **DAILY**
  - Laundry - clothes
  - Sweep
- **WEEKLY**
  - Dust shelves
  - Wipe washer/dryer
  - Clean sink/countertops
  - Wash bedding and towels
  - Remove lint from dryer vent
- **MONTHLY**
  - Clean insides of washer/dryer
  - Wash windows
  - Change filters on heating/AC units
  - Mop

### Entryway / Porch
- **DAILY**
  - Pick up clutter
- **WEEKLY**
  - Sweep entry and steps
- **MONTHLY**
  - Wash windows
  - Wash hand rails and door