

TIMELY TIPS FOR KEEPING YOUR HOUSE CLEAN



DAILY

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|---|---|
| <input type="checkbox"/> Wipe down countertops | <input type="checkbox"/> Sweep the floors |
| <input type="checkbox"/> Wipe down kitchen sink | |

WEEKLY

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| <input type="checkbox"/> Take out the trash | <input type="checkbox"/> Change the bed linens |
| <input type="checkbox"/> Wipe down appliances | <input type="checkbox"/> Do the laundry |
| <input type="checkbox"/> Scrub toilets, tubs, showers & sinks | <input type="checkbox"/> Vacuum carpets, rugs & upholstery |
| <input type="checkbox"/> Clean the mirrors | <input type="checkbox"/> Mop the floors |
| <input type="checkbox"/> Dust furniture & shelving | |

MONTHLY

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| <input type="checkbox"/> Clean inside the microwave & oven | <input type="checkbox"/> Wipe down doors, baseboards, & vent covers |
| <input type="checkbox"/> Clean kitchen & bathroom cabinets | <input type="checkbox"/> Disinfect the garbage cans |
| <input type="checkbox"/> Wipe down switch plates, outlet covers, & blinds | |

SEASONALLY

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| <input type="checkbox"/> Clean & check the pantry for expired items | <input type="checkbox"/> Clean & check the fridge for expired items |
| <input type="checkbox"/> Air out rooms & drapes | <input type="checkbox"/> Wash comforters & duvets |
| <input type="checkbox"/> Clean throw pillows & blankets | <input type="checkbox"/> Wash the windows and tracks |
| <input type="checkbox"/> Sort through closets to clean/donate/repair items | <input type="checkbox"/> Clean the fireplace |