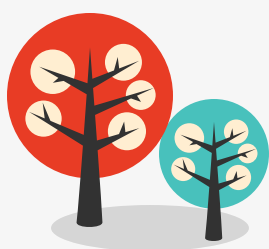


CLEANING SCHEDULE

Daily

- Make beds
- Put dirty clothes in hamper
- Wash dishes
- Wipe counters and stovetop



Weekly

- Do laundry
- Dust hard furniture / knickknacks
- Change bedding
- Clean bathroom mirrors
- Clean showers/tubs
- Clean sinks
- Clean toilets
- Empty and take out trash
- Sweep floors
- Sweep porch, patio, and doormats
- Vacuum

Monthly

- Clean the fronts of stoves, fridge, dishwasher, etc
- Clean hairbrush and combs
- Clean makeup brushes and sponges
- Clean out refrigerator
- Dust ceiling fans
- Dust woodwork and cobwebs
- Replace vacuum bag
- Hose off entry mats
- Spot clean kitchen cabinet fronts
- Sweep out the garage
- Vacuum drapes
- Vacuum or dust blinds and shutters
- Vacuum upholstery
- Wash kitchen and bathroom rugs

Quarterly

- Change or clean furnace filter
- Wipe off lightbulbs as you dust
- Look over knickknacks and clean any that require more than dusting
- Flip the cushions on chairs and sofas for even wear
- Clean humidifiers and dehumidifiers



Twice a Year

- Clean bedspreads and slipcovers
- Clean closets as you change seasonal clothes
- Clean out and wipe down freezer
- Clean the oven
- Clean rugs
- Clean stove hood and/or exhaust fan
- Dust book shelves
- Dust hard to reach areas
- Replace box of baking soda in fridge
- Turn the mattresses
- Vacuum heat registers and cold air returns
- Vacuum under furniture
- Wash any plastic, vinyl, or leather furniture

Yearly

- Clean carpets and upholstery
- Clean chimney
- Clean out kitchen cupboards, wash, & reorganize
- Clean rain gutters
- Clean under/behind large items
- Dust down walls
- Have the AC checked and cleaned
- Sort through the medicine cabinet, clean it, organize, and discard old medicine
- Strip any waxed floors and re wax
- Wash blankets and comforters
- Wash blinds
- Wash or dry clean drapery
- Wash walls (every two years)
- Wash windows and screens

