



DAILY CLEANING

BATHROOMS

- wipe toilet seat
- clean mirror & countertop
- wipe of shower /bathtub
- replace dirty towels
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LIVING AREAS

- vaccuum / sweep if needed
- declutter
- fold throw blankets
- straighten throw pillows
- straighten up desks
- throw away old papers & notes
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KITCHEN

- sweep floors
- wash dishes
- clean sink
- wipe down countertops & tables
- take out trash
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MISC.

- check mail & get packages
- do one load of laundry
- sweep porch
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BEDROOMS

- make beds
- declutter
- fold & put away clothes
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