

# SPRING CLEANING CHECKLIST

## OFFICE

- Open windows for fresh air
- Clean windows
- Dust desk and shelves
- Dust vents
- Organize and tidy
  - Books & Supplies
- Clean
  - Computer screen
  - Keyboard
  - Mouse
- Vacuum/Mop

## KITCHEN

- Open windows for fresh air
- Tidy & wipe down cabinets
- Disinfect counters
- Clean sink & faucets
- Clean windows
- Clean microwave
- Clean countertop appliances
- Clean refrigerator
- Run the dishwasher
- Remove trash
- Clean trash cans
- Dust vents
- Vacuum/sweep
- Mop

## SUPPLIES

- Glass cleaner
- Stainless steel cleaner
- All-purpose cleaner
- Shower & tile cleaner
- Toilet cleaner
- Mop
- Mopping solution
- Bucket
- Broom
- Dusting spray
- Paper towels
- Dusting wand
- Scrub brush
- Sponges
- Laundry baskets

## DINING ROOM

- Open windows for fresh air
- Dust
  - Ceiling fan
  - Blinds
  - Tables & chairs
  - Vents
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Organize decor
- Vacuum/sweep

## BATHROOM

- Open windows for fresh air
- Organize and tidy
- Dust
  - Counters and shelves
  - Vents
- Clean windows
- Wipe down faucets & sinks
- Scrub toilet
- Scrub shower
- Wipe down baseboards
- Clean or change rugs & shower curtains
- Vacuum/sweep
- Mop

## ENTRYWAY

- Clean or change rugs
- Wipe down baseboards
- Organize decor
- Vacuum/sweep

## LIVING ROOM

- Open windows for fresh air
- Organize and tidy
- Dust
  - Ceiling fan
  - Blinds
  - Tables
  - Vents
- Wash or change curtains
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Vacuum/sweep
- Mop

## BEDROOMS

- Open windows for fresh air
- Organize and tidy
- Dust
  - Ceiling fan
  - Blinds
  - Tables
  - Vents
- Wash or change curtains
- Wash or change bedding
- Wipe down baseboards
- Wipe down walls
- Clean windows
- Vacuum/sweep
- Mop

## CLOSETS

- Organize apparel
- Dust shelves
- Wipe down baseboards
- Donate unused items
- Vacuum/sweep