

A Simple Regular House Cleaning Checklist:

With regular housework, as in everything, it helps to have a map or plan of where you're headed. You don't really want a schedule for cleaning, you want a checklist or reminder of what needs to be done at approximately what intervals. The golden rule:

Clean it when it's soiled, not when it's scheduled.

Here is a sample of the type of outline we pro cleaners use. Consider this as a general guide — things like the number/age of the people in your household, your climate, and the type of furnishings you have will also have a bearing on how often things need to be done.

Happy Cleaning,



If you have a tough cleaning problem, would like further advice or need any additional cleaning supplies, give us a call toll free at **(800) 451-2402** or visit the **Don Aslett's Cleaning Center Store** nearest you.



House Cleaning Checklist:

Daily:

- Straighten up the whole place
- Do all dishes
- Wipe counters and range top
- Make beds
- Dump kitchen garbage
- Clean up any spots and spills
- Hang up all clothes
- Read and dispose of mail and magazines
- Praise any cleaning effort

Exterior:

- Police any litter or left-behind tools/toys

Semiweekly:

- Vacuum most-used areas
- Do laundry

Weekly:

- Vacuum carpets
- Sweep or dustmop hard floors
- Damp-mop floors
- Dust furniture
- Change beds
- Spot clean handprints, etc.
- Wash door glass
- Clean mirrors
- Clean sinks
- Clean showers and tubs
- Clean the outside and erase ring inside toilet bowl
- Dump all trash cans

Monthly:

- Dust woodwork and high and low areas
- Catch all cobwebs
- Vacuum upholstery
- Vacuum drapes
- Vacuum blinds
- Sweep or vacuum carpet edges
- Surface clean carpeting
- Apply additional finish on heavy traffic areas of finished floors
- Damp-wipe seats of chairs
- Clean out refrigerator
- Clean kitchen cabinet fronts
- Clean appliance fronts and tops
- Dissolve any hard-water buildup
- Wash/disinfect trash containers

Exterior Monthly:

- Wash doormats
- Sweep or hose walks/driveway
- Wash easy-to-reach windows
- Spot clean doors
- Sweep garage

Quarterly:

- Polish furniture
- Check and clean or change furnace/central air conditioning filters
- Dry clean carpets

Twice a Year:

- Clean oven
- Defrost freezer
- Degrease stove hood/exhaust fan
- Wash vinyl furniture
- Turn mattresses
- Vacuum air and heat vents
- Dust tops of tall furniture, rafters, etc.

Annually:

- Strip and refinish floors
- Wash or dry-sponge walls
- Touch up nicks in wall paint
- Clean under and behind things
- Wash hard-to-reach windows
- Wash or dry-clean drapes or curtains
- Wash window screens
- Clean light fixtures
- Wash blinds
- Wash/clean blankets
- Shampoo carpet/upholstery if needed

Exterior Annually:

- Clean drain gutters
- Wash exterior of all windows
- Clean screens/storm doors
- Clean/sweep chimney

Every Several Years or So:

- Wash or otherwise clean ceilings

The Exception:

- Clean it when it's soiled, not when it's scheduled.

cleanreport.com