

# Cleaning

PRINTABLE PACK



# 🐞 Daily Cleaning Checklist 🐞

## MORNING

- Make Beds
- Empty Dishwasher
- Clean Kitchen
- Wipe Bathrooms
- Plan Day
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## CHOOSE ONE OR TWO

- Dust House
- Mop House
- Vacuum House
- Clean Bathrooms
- Clean Bedrooms
- Deep Clean Kitchen
- Declutter
- Wash Bedding
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



## EVENING



- Load Dishwasher
- Wipe Kitchen
- Wipe Bathrooms
- Pick Up Clutter
- Put Away Laundry
- Spot Mop Floors
- Take Out Garbage
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## DO ONCE A MONTH

- Windows
- Light Fixtures
- Baseboards
- Appliances
- Picture Frames
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



# Dirty 30 Speed Cleaning List



LET'S TAKE 30 MINUTES TO CLEAN AS FAST AS WE CAN

READY? SET. CLEAN!

- Make Beds
- Do Dishes
- Clean Kitchen
- Clean Bathroom
- Tidy Tote Pick Up
- Clean Surfaces
- Spot Mop
- Laundry
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



It's not about deep cleaning.  
This is about having a clean &  
tidy home as fast as possible.



# 🍷 Cleaning Schedule 🍷

## DAILY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



## MONDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## TUESDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## WEDNESDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## THURSDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## FRIDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## SATURDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## SUNDAY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



# Chore List for the Busy Family

## MORNING

- Make Beds
- Empty Dishwasher
- Reload Dishwasher
- Put in a Load of Laundry
- Wipe Bathroom Counters
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## 15-MINUTE BLOCKS OF TIME

Take about 15-minute blocks throughout your day to accomplish your chores.

## AFTERNOON

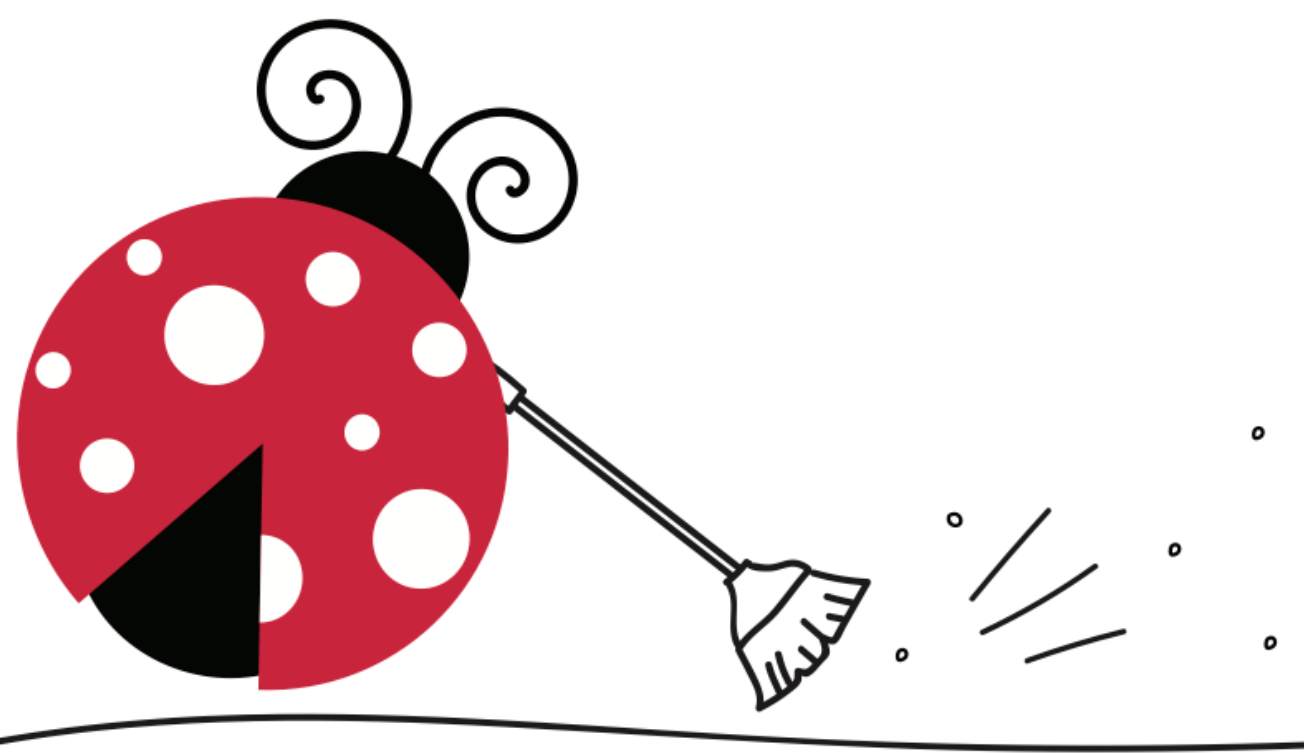
- Make Dinner
- Help Kids with Homework/Crafts
- Organize a Drawer
- Switch over Laundry
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## BEFORE BED

- Clean Kitchen Counter & Sink
- Put Away Laundry
- Spot Mop Floors
- Wipe Down Bathroom
- Run Dishwasher
- Wipe Down Tables, Surfaces, & Mirrors in Main Living Areas
- \_\_\_\_\_
- \_\_\_\_\_

## WEEKLY TO-DO

- Vacuum House Very Well
- Dust Home
- Empty Garbage
- Pay Bills
- Clean Out Fridge
- Scrub Bathrooms
- Wash Floors
- 21-Item Toss
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_





# Weekly Zone Cleaning Routine

## MONDAY

### BATHROOMS

- Clean Mirrors
- Clean Toilet
- Clean Sinks & Counters
- Clean Tubs/Showers
- Clean Floors & Baseboards
- Replace Towels & Bathmats

## TUESDAY

### LIVING ROOMS



- Declutter & Straighten
- Dust Shelves, Blinds & TV
- Vacuum / Sweep
- Clean Glass / Windows
- Wipe Remotes
- Dust Artwork / Pictures

## WEDNESDAY

### KITCHEN

- Deep Clean Counter tops
- Wipe Down Appliances
- Wipe Down Stove Top
- Clean Microwave
- Wipe Down Cabinets
- Vacuum / Sweep Floors

## THURSDAY

### DINING ROOM & ENTRY

- Declutter & Straighten
- Dust Surfaces
- Wipe Down Windows
- Tidy & Put Away Misc. Items
- Vacuum / Sweep
- Tackle One Bi-monthly Task

## FRIDAY

### BEDROOM

- Declutter & Straighten
- Dust Surfaces & Blinds
- Change Bed Sheets
- Pick Up Clothes
- Vacuum / Sweep
- Wipe Artwork / Pictures



## WEEKEND

### OUTSIDE & GARAGE

- Clean Deep Freezer / Fridge
- Wipe Outdoor Furniture
- Declutter Garage
- Sweep / Rake / Mow
- Weed Garden / Yard
- Tackle One Monthly Task

Choose a day in each month to complete a yearly cleaning task.



# Weekly Speed Cleaning Schedule

## FOR 15 MINUTE A DAY

Follow this cleaning schedule for a home that looks professionally cleaned! Use this list and your 15 Minute Nightly Cleaning Routine for a perfectly clutter-free and clean home!

### TUESDAY

- Vacuum All the Floors
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### THURSDAY

- Spot Clean Messy Areas
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### SATURDAY

- Scrub Bathrooms
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

🌀 **READY? GET SET. GO!!!** 🌀

### MONDAY

- Dust All Flat Surfaces
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### WEDNESDAY

- Mop All the Floors
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### FRIDAY

- Wipe Kitchen Cupboards & Appliances
- \_\_\_\_\_
- \_\_\_\_\_

### SUNDAY

- Family Tidy Time. Declutter for 15 Minutes.
- \_\_\_\_\_
- \_\_\_\_\_



# Monthly & Yearly Cleaning Routine

## MONTHLY

- Deep Clean Windows
- Wash Car
- Declutter Garage
- Tidy Pantry
- Vacuum Couch Cushions
- Declutter a Closet
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## BI-MONTHLY

- Clean Microwave
- Clean Stove top/Oven
- Clean Dishwasher
- Clean Out Fridge/Freezer
- Clean Washer & Dryer
- Clean Trash Cans
- Clean Toasters
- Clean Baseboards
- Clean Cabinets
- Wipe Handrails
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Add one or two of these monthly, bi-monthly and yearly cleaning routine to your weekly schedule.

## YEARLY

### JAN-MAR

- Change Filters
- Organize Personal Files
- Prepare Tax Information
- Change Batteries for Smoke Detectors
- \_\_\_\_\_
- \_\_\_\_\_

### APR-JUN

- Purge Items in Kitchen
- Clean Curtains
- Toss Expired Medicines
- Purge Towel Cabinet
- \_\_\_\_\_
- \_\_\_\_\_

### JUL-SEP

- Purge Clothing
- Defrost Freezer
- Deep Clean Carpets/Rugs
- Refresh Decorative Pillows
- \_\_\_\_\_
- \_\_\_\_\_

### OCT-DEC

- Purge Holiday Decorations
- Purge Kid Toys
- Purge Bathroom Products
- Clean Garage
- \_\_\_\_\_
- \_\_\_\_\_



# Spring Cleaning Checklist from Top to Bottom

TOP



## STEP 1

- Declutter and Dishes

## STEP 2

- Dust Kitchen Cabinets
- Wash Blinds
- Clean Light Fixtures
- Remove Cobwebs
- Dust Doors & Windows
- Clean Front Door
- Check Smoke Alarms
- Dust Ceiling Vents
- Dust Pictures & Art
- Clean Top of Fridge
- Wash Windows
- Vacuum Curtains

## STEP 3

- Flip Mattress
- Scrub Shower & Tub
- Clean Out Freezer
- Vacuum Upholstered Furniture
- Deep Clean Oven
- Change Furnace Filter
- Dust Flat Surfaces
- Wipe Out Kitchen Cabinets & Drawers

## STEP 4

- Clean Under Furniture
- Dust Baseboard
- Clean Under Beds
- Clean Behind Fridge
- Clean Behind Stove
- Check Dryer Vent Hose
- Clean Under Beds
- Clean Bottom of All Toilets
- Scrub/Reseal Tile, Grout, Caulking in Bathrooms & Kitchen If Needed
- Wash Bed Skirts
- Vacuum Bottom of Closets
- Sweep Garage
- Dust Clean Air Returns
- Mop Floors
- Clean Garbage Cans
- Spot Clean Carpet Stains
- Wash Kick Plate in Kitchen
- Wipe Out Cabinets Under All Sinks



BOTTOM





# MY TIDY UP & ORGANIZING ROUTINE

An organizational maintenance routine to keep your home tidy and functional long term.

This is a compliment to your cleaning routines, not a replacement.

## DAILY

- Tidy Counters
- Tidy Entrance Way
- Put Mail in Folder/Basket
- 5 Minute Home Tidy Time

## MONTHLY

- Declutter Pantry
- Declutter Fridge
- Tidy Open Shelving
- Tidy Closets
- Tidy Drawers
- Tidy Vehicle

## WEEKLY

- Pay Bills/File Paperwork
- Declutter Old Flyers/Papers
- Tidy Bathroom Counters
- Tidy Pantry
- Clean Out Fridge
- Tidy Bedroom Surfaces
- Put Away All Laundry
- Tidy Kids Toys
- Declutter Purse/Backpack

## YEARLY

- Declutter Clothing
- Declutter Kitchen
- Declutter Kids Toys
- Declutter Paperwork
- Declutter Hobby Supplies
- Declutter Outerwear

Tidy = Put items away in their "home"  
Declutter = Remove items from your home





# Laundry Cheat Sheet

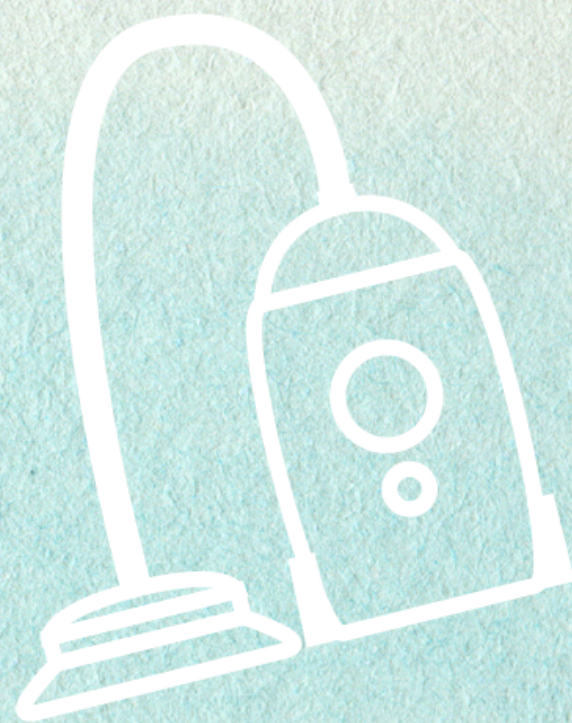
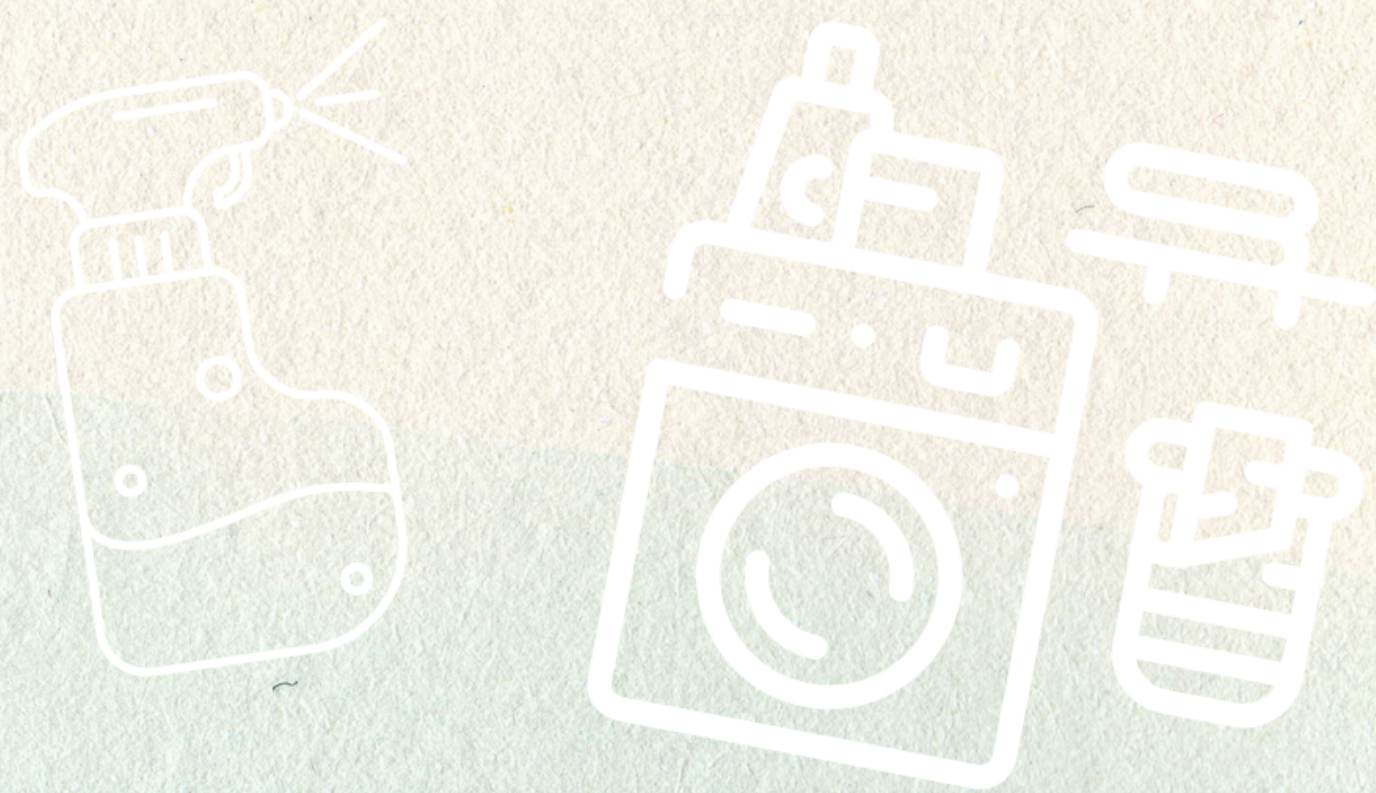
LAUNDRY ITEM	WATER TEMP	DETERGENT	ADD	DRYER SHEET	DRYING METHOD
Baby Clothes	Hot	✓	Softener	✗	Machine Warm
Jeans	Cold	✓	Softener	✓	Machine Warm
Kitchen Towels	Warm	✓	Bleach	✓	Machine Hot
Lingerie	Cold	✓	Soda	✗	Hang
Pajamas	Hot	✓	Softener	✓	Machine Hot
Shirts	Warm	✓	Softener	✓	Machine Warm
Stained Items	Warm	✓	Soda	✗	Machine Warm
Sweaters	Cold	✓	Softener	✗	Hang
Towels	Hot	✓	Bleach	✓	Machine Hot
Whites	Hot	✓	Bleach	✓	Machine Hot

## Stain Guide





# DAILY CLEANING CHECKLIST FOR BUSY MOMS



1

## QUICK 5 MINUTE TIDY

Grab a tidy tote or empty laundry basket and tidy room by room. If an item doesn't belong, put it in your tidy tote or basket to put away when you move to the other rooms.

2

## SPEED DUST

Use a Swiffer duster or damp cloth to speed dust surfaces in each room. Don't bother moving items or doing a deep scrub, speed is the point here!

3

## SPOT VACUUM/SWEEP

Do a quick sweep or vacuum of the crumbs and clumps that are visual on your floor. Deep cleaning is for unicorns! Daily spot cleaning is all you need.

4

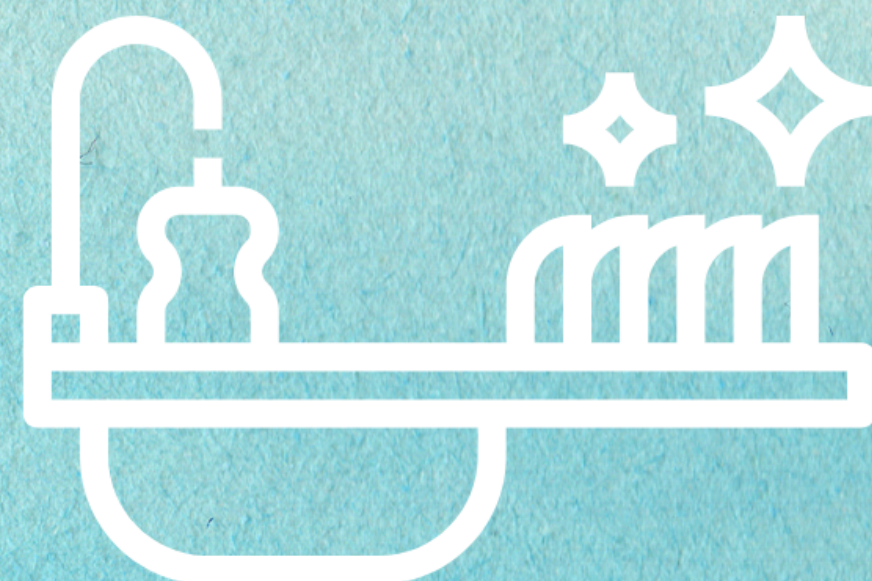
## DISHES

Daily dishes are a must. Groan, I know. Get in the habit of washing the dishes after every meal, or at least loading them into the dishwasher.

5

## BATHROOM SPOT CHECK

Give your bathroom a quick wipe down daily and it will never get gross. No need to scrub, just a wipe of surfaces.



6

## LAUNDRY

Daily laundry makes life so much easier. Get in the habit of washing, drying and putting away just one load a day. It keeps the mountain of laundry away!

7

## KITCHEN WIPE DOWN

Don't go to bed without a kitchen wipe down. Take 5 minutes to wipe the counters, sink and any food splatter on appliances or cabinets.

8

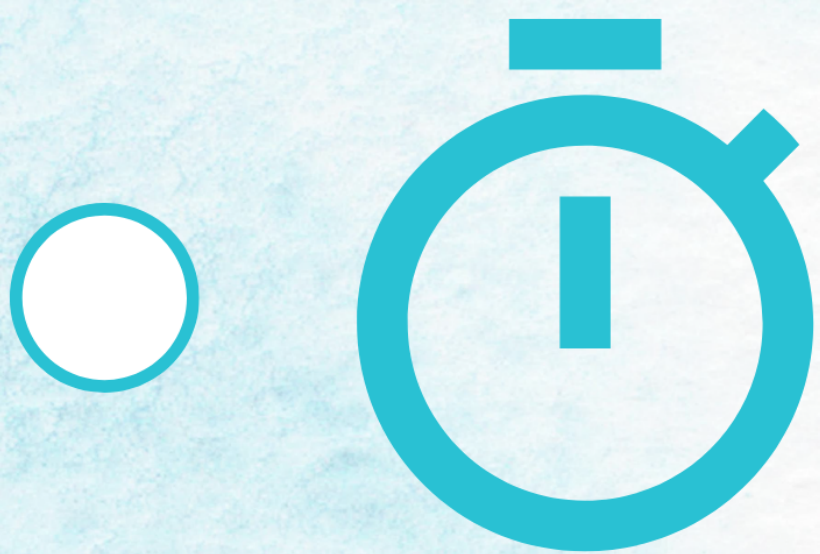
## MAKE YOUR BED

Making your bed daily is a great habit that will motivate you throughout the day.



# Tidy Up Routine

## JUST S.T.A.R.T. METHOD



S: SET A  
TIMER



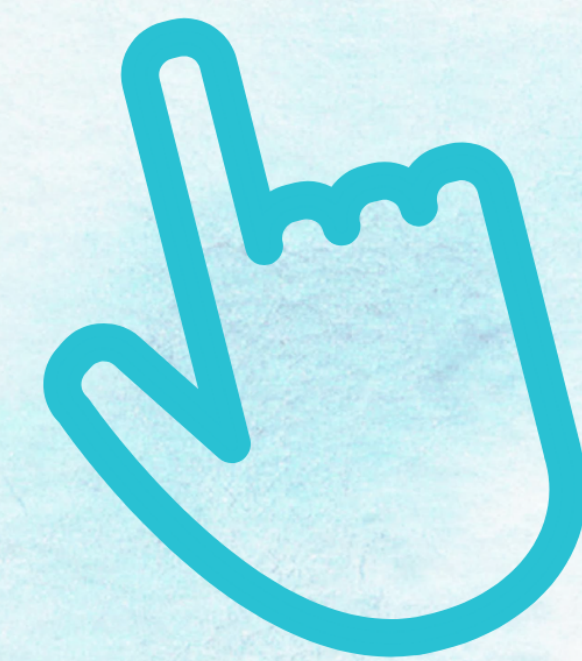
T: USE A  
TIDY TOTE



A: ASSIGN  
A HOME



R: RUN YOUR  
BUTT OFF



T: TOUCH  
IT ONCE

**S: SET A TIMER** - 15 TO 20 MINUTES IS MORE THAN ENOUGH!

**T: TIDY TOTE** - STAY IN ONE ROOM. USE THE TIDY TOTE FOR ANYTHING THAT DOESN'T BELONG IN THAT SPACE

**A: ASSIGN A HOME** - HAVE HOMELESS ITEMS TO PUT AWAY? CREATE A HOME WHERE YOU WOULD LOOK FOR IT FIRST!

**R: RUN YOUR BUTT OFF!** MOVE LIKE THE QUEEN IS COMING!

**T: TOUCH IT ONCE.** RESIST THE URGE TO "PILE UNTIL LATER" AND INSTEAD PUT ITEMS AWAY IMMEDIATELY.





# Night Time Cleaning Routine

DAILY  
ADULTING  
CHECKLIST



WASH DIRTY  
DISHES



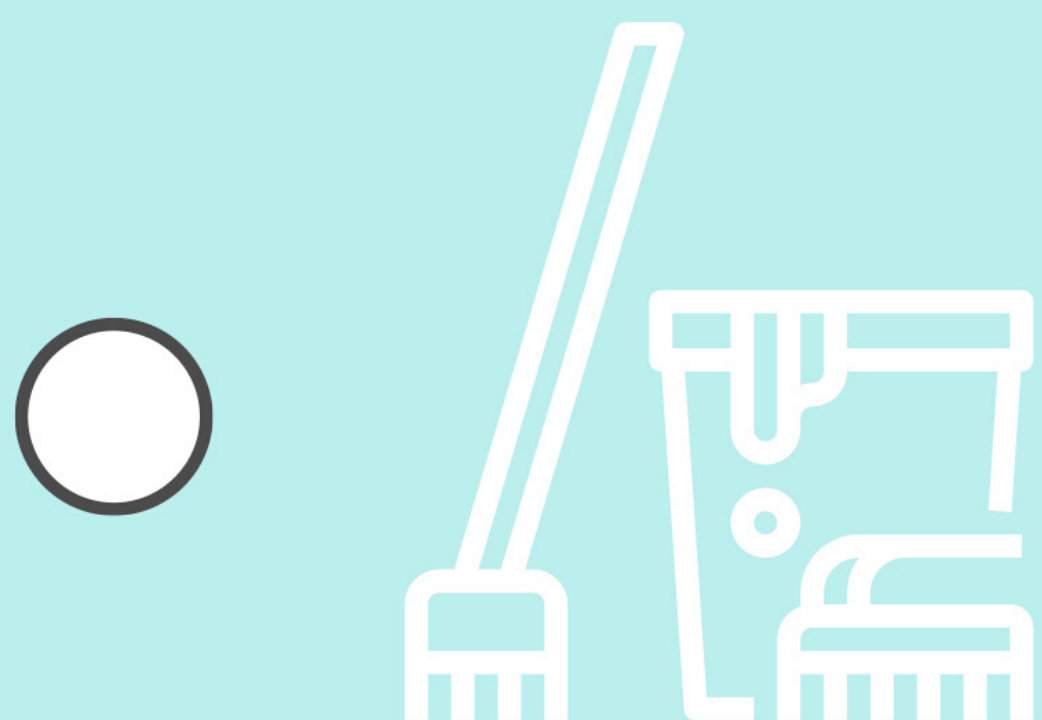
FIVE MINUTE  
TIDY UP



WIPE KITCHEN &  
BATHROOM



SPOT VACUUM  
OR SWEEP



SPOT MOP OR  
WIPE SPILLS



ONE LOAD  
OF LAUNDRY



## CHORES YOU NEED TO ADULT TODAY

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_

## ACTION NOW

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## TO DO LIST

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## TODAY'S GOALS

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## HOW HARD DID YOU WORK OUT?



What did you do? \_\_\_\_\_

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## 8OZ OF WATER - HYDRATE!



## EAT BALANCED HEALTHY FOODS

**B** \_\_\_\_\_

\_\_\_\_\_

**S** \_\_\_\_\_

\_\_\_\_\_

**L** \_\_\_\_\_

\_\_\_\_\_

**S** \_\_\_\_\_

\_\_\_\_\_

**D** \_\_\_\_\_

\_\_\_\_\_



## OH NO, ERRANDS!

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_

## TODAY'S APPOINTMENTS

: \_\_\_\_\_

: \_\_\_\_\_

: \_\_\_\_\_

: \_\_\_\_\_



doodle



## NOTES



# Prioritize Your To-Do's

*Urgent*

*Not Urgent*

*Urgent & Important*

*Not Urgent But Important*

TO DO:

TO DO:

- 
- 
- 
- 
- 
- 
- 

- 
- 
- 
- 
- 
- 
- 

*Do these first...*

*Schedule a time...*

*Urgent But Not Important*

*Not Urgent & Not Important*

TO DO:

TO DO:

- 
- 
- 
- 
- 
- 
- 

- 
- 
- 
- 
- 
- 
- 

*Delegate these...*

*Don't waste your time...*

*Important*

*Not Important*





# Daily Gratitude

IF YOU WANT TO FIND *happiness*  
YOU FIRST NEED TO FIND *gratitude*

## *morning gratitude*

LIST FIVE THINGS YOU  
ARE GRATEFUL FOR

- 1.
- 2.
- 3.
- 4.
- 5.

## *daily self care*

LIST THREE THINGS YOU ARE  
GOING TO DO JUST FOR YOU

- 1.
- 2.
- 3.

## *person I'm grateful for*

WHO AM I GRATEFUL FOR TODAY?

## *best part of my day*

WHAT MADE YOU HAPPY TODAY?

*start each day with a grateful heart*