

House Cleaning Checklist

Cleaning Job	Frequency	Supplies Needed
Kitchen		
Clean and sanitize countertops	Daily	
Wipe down cabinets & knobs	Weekly	
Wipe down stovetop	Daily	
Wash dishes	Daily	
Fill and empty dishwasher	Daily or as needed	
Clean outside and inside of microwave	Weekly, and needed	
Soak & clean stove top drip pans, grills, and knobs on the sink	Monthly, and as needed	
Clean & sanitize inside, around sink & faucets	Daily	
Sweep/Vacuum floor	Daily	
Mop floor	Weekly, and as needed	
Clean all small appliances used	Weekly	
Put away any clutter	Daily	
Empty Trash	On trash night or as needed	
<u>Dining Room</u>		
Wipe down table	Daily	
Clean placemats	Daily	
Sweep/Vacuum floor	Daily	
Mop floor	Weekly, and as needed	
Put away any clutter	Daily	
<u>Bedroom(s)</u>		
Make bed	Daily	
Change sheets	Weekly, and as needed	
Dust furniture	Weekly	
Sweep/Vacuum floor	Weekly	
Mop floor	Weekly	

Put away any clutter	Daily	
Straighten our closet	Weekly	
<u>Living Room</u>		
Put away any clutter	Daily	
Dust furniture	Weekly	
Sweep/Vacuum floor	Weekly	
Mop floor	Weekly	
<u>Bathroom</u>		
Empty waste basket	Weekly or as needed	
Clean bath rugs	Weekly or as needed	
Clean and sanitize bathtub	Weekly	
Clean and sanitize shower walls	Weekly	
Clean and sanitize shower doors	Weekly	
Clean soap dishes, etc. in shower	Weekly	
Clean and sanitize sink & faucet	Weekly or as needed	
Clean and sanitize countertops	Weekly	
Clean soap dishes, etc. on countertop	Weekly	
Wipe down cabinet fronts	Weekly	
Clean mirror	Weekly	
Sweep/Vacuum floors	Weekly	
Mop floors	Weekly	
<u>Office</u>		
Tidy desk	Weekly	
Dust furniture	Weekly	
Put away any clutter	Weekly	
Sweep/Vacuum floors	Weekly	
Mop floors	Weekly	
<u>All Rooms</u>		
Wipe down all baseboards	Weekly	

Wipe down door frames	Weekly	
Wipe down all door knobs and doors	Weekly	
Clean ceiling fans	Monthly	
Clean all light switches	Weekly	
Clean all knobs on furniture	Weekly	
Clean all windowsills	Weekly	
Clean inside of windows	Quarterly	
Replace light bulbs	As needed	
Knockdown cobwebs	Monthly	
Dust window blinds	Weekly	
Dust wall picture frames	Monthly	
Dust knickknacks, books, etc	Weekly	