

<u>Outdoors</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Rake leaves, clear away yard debris	_____	_____
<input type="checkbox"/> Wash window exteriors	_____	_____
<input type="checkbox"/> Clean deck and patio furniture	_____	_____
<input type="checkbox"/> Clear out and plant flower beds	_____	_____
<input type="checkbox"/> Inspect, clean and refuel barbecue	_____	_____
<input type="checkbox"/> Wash out garbage and recycling bins	_____	_____
<input type="checkbox"/> Wash or resurface driveway	_____	_____
<input type="checkbox"/> Clean out gutters and downspouts	_____	_____

<u>Garage/Storage Shed</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Sweep and wash floor	_____	_____
<input type="checkbox"/> Inspect, clean and repair yard tools	_____	_____
<input type="checkbox"/> Tune up lawn mower, sharpen blade	_____	_____
<input type="checkbox"/> Dispose of old cleaning chemicals	_____	_____
<input type="checkbox"/> Sweep and wash concrete floor	_____	_____

<u>Kitchen</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Clean behind refrigerator	_____	_____
<input type="checkbox"/> Defrost and clear out freezer	_____	_____
<input type="checkbox"/> Clear out pantry, wash shelves	_____	_____
<input type="checkbox"/> Clean under and inside of oven/range	_____	_____
<input type="checkbox"/> Empty cabinets and wash shelves	_____	_____
<input type="checkbox"/> Clean inside of refrigerator	_____	_____
<input type="checkbox"/> Clean range vent/filter and hood	_____	_____
<input type="checkbox"/> Clean and sanitize sinks, clear drain	_____	_____
<input type="checkbox"/> Sweep and wash floors	_____	_____

<u>Dining Room</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Clean windows/window treatments	_____	_____
<input type="checkbox"/> Clean/polish table and chairs	_____	_____
<input type="checkbox"/> Sweep/mop hard floors	_____	_____
<input type="checkbox"/> Steam clean carpets/area rugs	_____	_____

<u>Bathrooms</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Clean and sanitize sinks, clear drains	_____	_____
<input type="checkbox"/> Clean and sanitize tub, shower, toilet	_____	_____
<input type="checkbox"/> Clean mirrors and glass	_____	_____
<input type="checkbox"/> Clean and polish fixtures	_____	_____
<input type="checkbox"/> Clean tile surfaces, inspect grout	_____	_____
<input type="checkbox"/> Wash floors	_____	_____
<input type="checkbox"/> Dispose of expired medications	_____	_____

<u>Bedrooms</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Rearrange seasonal clothing in closet	_____	_____
<input type="checkbox"/> Dust furniture/shelves/light fixtures	_____	_____
<input type="checkbox"/> Steam clean carpets/area rugs	_____	_____
<input type="checkbox"/> Clean out under beds and in closets	_____	_____
<input type="checkbox"/> Change batteries in smoke detectors	_____	_____
<input type="checkbox"/> Dust/mop baseboards	_____	_____
<input type="checkbox"/> Clean windows/window treatments	_____	_____

<u>Living Room</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Dust all hard surfaces/shelves/blinds	_____	_____
<input type="checkbox"/> Clean carpets/area rugs/hard floors	_____	_____
<input type="checkbox"/> Shampoo furniture upholstery	_____	_____
<input type="checkbox"/> Clean fireplace, get chimney swept	_____	_____
<input type="checkbox"/> Polish wood surfaces and furniture	_____	_____
<input type="checkbox"/> Clean windows/window treatments	_____	_____

<u>Office</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Dust office surfaces/equipment	_____	_____
<input type="checkbox"/> Purge filing cabinets, recycle paper	_____	_____
<input type="checkbox"/> Clean computer, monitor, keyboard	_____	_____
<input type="checkbox"/> Dust cobwebs; ceiling/baseboard	_____	_____
<input type="checkbox"/> Steam clean carpets/area rugs	_____	_____
<input type="checkbox"/> Clean windows/window treatments	_____	_____

<u>Stairs/Entry/Hallways</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Steam clean carpets/area rugs	_____	_____
<input type="checkbox"/> Sweep/mop hard floors	_____	_____
<input type="checkbox"/> Dust cobwebs; ceiling/baseboard	_____	_____
<input type="checkbox"/> Clean windows/window treatments	_____	_____

<u>Laundry/Basement/Utility Room</u>	<u>Date</u>	<u>Who</u>
<input type="checkbox"/> Clean washer and dryer exteriors	_____	_____
<input type="checkbox"/> Clean inside rim of washer	_____	_____
<input type="checkbox"/> Dust light fixtures and bulbs	_____	_____
<input type="checkbox"/> Clean laundry sink and clear drain	_____	_____
<input type="checkbox"/> Drain and refill hot water heater	_____	_____
<input type="checkbox"/> Sweep and mop floor, clear drain	_____	_____
<input type="checkbox"/> Change furnace/air conditioner filter	_____	_____
<input type="checkbox"/> Dispose of old cleaning chemicals	_____	_____
<input type="checkbox"/> Donate, sell or toss unused items	_____	_____
<input type="checkbox"/> Dust cobwebs; ceiling/baseboard	_____	_____