### DEEP CLEAN CHECKLIST

#### Foyer

- $\Box$  Dust lighting fixtures.
- $\Box$  Wash walls and trim.
- $\hfill\square$  Wash doors, knobs and switch plates.
- □ Wash bench or other furnishings. Launder bench cushion, if applicable.
- □ Empty out coat closet. Wash walls and floor. Sort items as you return them to the closet. Store out of season items, donate unneeded items.
- □ Clean or replace entry mat.
- $\Box$  Sweep and scrub floors.
- $\Box$  Reseal grout lines, if necessary.

#### Bedrooms

- $\Box$  Open windows.
- $\Box$  Dust furniture.
- □ For each drawer: remove items, wash drawer, place items back in neatly. Donate items you no longer need.
- □ Remove everything from closets. Sweep and wash closet floor. Put everything back neatly. Donate items you no longer need. Try not to store things on closet floor.
- □ Move bed. Sort and put away anything that was under bed. Sweep or vacuum under bed. Try not to store things under bed.
- □ Put bed back. Freshen mattress by sprinkling with baking soda, letting sit briefly, and then vacuuming it up.
- □ Launder bedding and curtains. Wash pillows and duvet in hot water. Air out mattress pad, if you have one.
- □ Dust lights. Clean lamp shades.
- $\hfill\square$  Wash windows and window sills. Take out and wash window screens.
- □ Wash switch plates. Wash walls and trim.
- $\hfill\square$  Wash mirrors and dust art.
- $\hfill\square$  Wash doors and door knobs.
- □ Wash floor registers and other vent covers.
- □ Sweep/vacuum and wash floor.

#### Bathrooms

- Open windows
- □ Empty all cabinets and vanity. Wash inside, replace items neatly. Discard expired medications and cosmetics.
- □ Wash outside of cabinets and vanities.
- □ Clean tub. Wax if necessary. Clean drain.
- $\Box$  Clean toilet, inside and out. Remove seat and clean around seat bolts.
- $\Box$  Clean sink and drain.
- $\Box$  Shine faucets.
- $\Box$  Clean mirror and frame.
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 $\Box$  Dust light fixtures.

- $\Box$  Wash windows and window sills. Take out and wash window screens.
- $\Box$  Wash switch plates. Wash walls and trim. Wash doors and door knobs.
- $\Box$  Wash floor registers and other vent covers.
- $\Box$  Sweep and wash floors.
- □ Reseal grout lines.

# Kitchen

- $\hfill\square$  Open windows.
- $\hfill\square$  Remove and clean window coverings or blinds.
- □ For each cabinet or drawer: Remove items, wipe out drawer, place items back neatly. Donate unneeded items.
- $\Box$  Wash and sanitize cutting boards.
- □ Sharpen knives.
- $\Box$  Wash cabinet doors and knobs.
- □ Clean and organize pantry. Check food expiry dates.
- $\Box$  Clean oven.
- $\Box$  Clean stove top. Remove elements and drip bowls, if applicable, wash and put back.
- $\hfill\square$  Clean and organize fridge and freezer. Defrost freezer, if necessary.
- Check food expiry dates.
- $\Box$  Clean under fridge and stove.
- □ Vacuum refrigerator coils.
- □ Clean microwave.
- $\Box$  Clean crumbs out of toaster.
- $\Box$  Clean and descale kettle.
- $\hfill\square$  Wipe down any other counter appliances.
- $\Box$  Wash counters and back splash.
- $\Box$  Wash and shine sink. Shine faucet. Clean drain.
- $\Box$  Clean dishwasher.
- $\Box$  Dust light fixtures.
- $\hfill\square$  Wash windows and window sills. Remove window screens and wash.
- □ Wash switch plates.
- $\Box$  Wash walls and trim.
- $\Box$  Wash doors and door knobs.
- □ Wash floor registers and other vent covers.
- $\Box$  Sweep and wash floor.
- $\hfill\square$  Reseal grout lines, if necessary.

# **Dining Room**

- $\hfill\square$  Open windows.
- □ Wash curtains.
- $\Box$  Wipe down table and chairs.
- $\Box$  Wipe down or dust other furnishings.
- $\Box$  Clean chair pads, if applicable.
- $\Box$  Polish table, if necessary.
- □ Create a pretty spring vignette on table!
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- □ Dust any displayed china or serving dishes.
- $\Box$  Launder table linens.
- $\Box$  Shine silverware.
- □ Dust art.
- $\hfill\square$  Wash windows and window sills. Take out and wash window screens.
- □ Wash switch plates.
- $\hfill\square$  Wash walls and trim.
- $\Box$  Wash doors and door knobs.
- $\hfill\square$  Wash floor registers and other vent covers.
- □ Clean floors.

# Living Room/Family Room/Playroom

- $\Box$  Open windows.
- □ Vacuum sofas.
- $\hfill\square$  Spot clean sofas, if applicable.
- $\hfill\square$  Launder throw pillows and blankets.
- $\Box$  Dust shelves, furniture and decor.
- $\Box$  Clean lamps and lampshades.
- $\Box$  Wash windows and window sills.
- $\Box$  Take out and wash window screens.
- $\Box$  Clean television screen.
- $\Box$  Carefully dust electronics.
- □ Tidy electronics wires. Tuck nicely out of sight. Label them, if practical.
- □ Sort through music and DVD collections. Purge things that no longer suit your family's interests. Organize what is left in an attractive manner.
- □ Sort books and magazines. Donate or recycle ones that no longer suit your family's interests.
- □ Wash hard plastic children's toys with warm, soapy water. Rinse and dry. Launder stuffed toys. Donate or store toys that your children have grown too old for.
- $\Box$  Wash switch plates.
- $\Box$  Wash walls and trim.
- $\Box$  Wash doors and knobs.
- □ Wash floor registers and other vent covers.
- $\Box$  Clean floors.

# Laundry Room

- $\Box$  Open windows.
- $\hfill\square$  Wash windows and window sills.
- $\hfill\square$  Take out and wash window screens.
- Wash cabinet doors.
- $\Box$  Wash inside cabinets.
- $\hfill\square$  Wash laundry sink. Shine faucet. Clean drains.
- $\Box$  Wash outside of washer and dryer.
- $\Box$  Wash inside of washing machine.
- □ Wash lint trap with soap and water to remove filmy build-up from laundry soaps and dryer sheets. Let air dry thoroughly before putting back in place.
- $\Box$  Wash switch plates.
- $\hfill\square$  Wash walls and trim.
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- $\hfill\square$  Wash doors and door knobs.
- $\hfill\square$  Wash floor registers and other vent covers.
- $\Box$  Sweep and wash floors.
- $\Box$  Reseal grout lines, if applicable.

#### Stairwells

- $\Box$  Sweep/vacuum stairs.
- □ Spot clean walls.
- □ Wipe down handrail.
- $\Box$  Dust art and light fixtures.

### Outside

- $\Box$  Sweep porches and walkway.
- $\Box$  Wash thresholds.
- $\Box$  Wash exterior doors. Give front door a fresh coat of paint, if necessary.
- $\Box$  Clean or replace welcome mat.
- $\Box$  Wash siding.

#### Remember to:

- $\Box$  Clean blades of ceiling fans.
- □ Sort through and organize family photographs (digitally or into albums).
- □ Sort and clean any extra zones such as linen closets, utility closets and office spaces.