

Outdoors

- | | Date | Who |
|--|-------|-------|
| <input type="checkbox"/> Rake leaves, clear away yard debris | _____ | _____ |
| <input type="checkbox"/> Wash window exteriors | _____ | _____ |
| <input type="checkbox"/> Clean and cover outdoor furniture | _____ | _____ |
| <input type="checkbox"/> Clear out and mulch flower beds | _____ | _____ |
| <input type="checkbox"/> Clean and cover barbecue | _____ | _____ |
| <input type="checkbox"/> Wash out garbage and recycling bins | _____ | _____ |
| <input type="checkbox"/> Schedule furnace inspection | _____ | _____ |
| <input type="checkbox"/> Clean out gutters and downspouts | _____ | _____ |
| <input type="checkbox"/> Drain and store hoses | _____ | _____ |

Garage/Storage Shed

- | | | |
|--|-------|-------|
| <input type="checkbox"/> Sweep and wash floor | _____ | _____ |
| <input type="checkbox"/> Repair and clean snow shovels | _____ | _____ |
| <input type="checkbox"/> Tune up snow blower | _____ | _____ |
| <input type="checkbox"/> Stock up on ice melt | _____ | _____ |

Kitchen

- | | | |
|--|-------|-------|
| <input type="checkbox"/> Clean behind refrigerator, coils | _____ | _____ |
| <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 | _____ | _____ |
| <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 | _____ | _____ |

Dining Room

- | | | |
|--|-------|-------|
| <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 | _____ | _____ |

Bathrooms

- | | | |
|---|-------|-------|
| <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 | _____ | _____ |

Bedrooms

- | | Date | Who |
|--|-------|-------|
| <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 | _____ | _____ |

Living Room

- | | | |
|--|-------|-------|
| <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 | _____ | _____ |

Office

- | | | |
|---|-------|-------|
| <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 | _____ | _____ |

Stairs/Entry/Hallways

- | | | |
|--|-------|-------|
| <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 | _____ | _____ |

Laundry/Basement/Utility Room

- | | | |
|--|-------|-------|
| <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 | _____ | _____ |