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| Cleaning To-Do’s |
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| **LIVING ROOM** |  | **KITCHEN** |
|[ ]  Organize magazines and books |  |[ ]  Wipe countertops and cabinets |
|[ ]  Vacuum carpets and rugs |  |[ ]  Clean sink and faucet |
|[ ]  Wipe down electronics and remotes |  |[ ]  Sweep and mop the floor |
|[ ]  Clean windows and mirrors |  |[ ]  Empty and sanitize trash bin |
|[ ]  Dust all surfaces and shelves |  |[ ]  Organize pantry and fridge |
|[ ]  Full and arrange cushions |  |[ ]  Clean inside microwave and oven |
|  |  |  |  |  |
| **BATHROOM** |  | **BEDROOM 1** |
|[ ]  Scrub toilet, tub, and sink |  |[ ]  Replace bedding |
|[ ]  Clean mirror |  |[ ]  Dust furniture and lamps |
|[ ]  Replace towels and toiletries |  |[ ]  Vacuum or sweep floor |
|[ ]  Mop the floor |  |[ ]  Organize closet and drawers |
|[ ]  Disinfect high-touch surfaces |  |[ ]  Declutter nightstands |
|[ ]  Empty trash can |  |[ ]  Clean and organize bathroom |
|  |  |  |  |  |
| **BEDROOM 2** |  | **BEDROOM 3** |
|[ ]  Replace bedding |  |[ ]  Replace bedding |
|[ ]  Dust furniture and lamps |  |[ ]  Dust furniture and lamps |
|[ ]  Vacuum or sweep floor |  |[ ]  Vacuum or sweep floor |
|[ ]  Organize closet and drawers |  |[ ]  Organize closet and drawers |
|[ ]  Declutter nightstands |  |[ ]  Declutter nightstands |
|[ ]  Clean and organize bathroom |  |[ ]  Clean windows |
|  |  |  |  |  |
| **GARAGE** |  | **OUTDOOR** |
|[ ]  Sweep and clear floor |  |[ ]  Sweep porch or patio |
|[ ]  Organize tools and equipment |  |[ ]  Wipe outdoor furniture |
|[ ]  Inspect lighting |  |[ ]  Clean entryway |
|[ ]  Dispose unwanted auto supplies |  |[ ]  Water plants |
|[ ]  Wipe down surfaces |  |[ ]  Pick up debris or litter |
|[ ]  Organize seasonal stored items |  |[ ]  Wash exterior windows |
| source: [www.neworchards.com](http://www.neworchards.com) |