

# clean & organized home

## kitchen

- Remove things that don't belong in the room.
- Clean countertops and sink.
- Clean countertop appliances.
- Clean oven and stovetop.
- Clean inside and outside of the refrigerator.
- Wash front of cabinets.
- Tidy up drawers, cabinets, and pantry.
- Take out trash and recycling.
- Mop or sweep the floors.

## bedrooms

- Remove things that don't belong in the room.
- Donate clothing that doesn't fit or you don't wear.
- Vacuum or sweep the closet.
- Tidy hanging clothes, drawers, and shelves.
- Dust dressers, shelves, and decor.
- Dust the ceiling fan.
- Put clean bedding on the bed.
- Vacuum or sweep the floors.

## laundry room

- Sort clothing by color.
- Wash by color.
- Allow delicate items to hang dry or dry flat.
- Dry the other clothes in the dryer.
- Separate dried clothing by bedroom.
- Wipe down the washer and dryer.
- Organize and declutter cleaning supplies.
- Mop or sweep the floors.

## playroom

- Remove things that don't belong in the room.
- Donate or store toys that are not used or age appropriate.
- Use bins or baskets to organize toys.
- Straighten books on shelves.
- Tidy drawers and shelves.
- Dust and wipe down surfaces.
- Vacuum or sweep the floors.

## bathrooms

- Remove things that don't belong in the room.
- Remove countertop clutter.
- Clean bathtub and/or shower.
- Wipe down counters and sink.
- Wash mirrors.
- Clean toilet.
- Replace towels with clean towels.
- Throw out old beauty products.
- Tidy drawers and shelves.
- Restock toilet paper.
- Empty trash.
- Mop or sweep the floors.

## office

- Remove things that don't belong in the room.
- Sort through mail and important papers.
- File, shred, or recycle papers, as needed.
- Tidy drawers and desk space.
- Vacuum or sweep the floors.