# Kitchen

\_ Load/unload the dishwasher

\_ Hand wash dishes

\_ Scrub sink

\_ Wipe off kitchen counters

\_ Wipe off kitchen table

\_ Wipe down outside of all appliances

\_ Clean microwave inside and out

\_ Wipe down outside of all cabinets

\_ Clean stovetop

\_ Clean out refrigerator

\_ Clean oven - Spray with oven cleaner night before service. Self- cleaning oven, turn on night

before service.

\_Sweep/mop floors

**Bathroom(s)**

\_ Clean toilet

\_ Scrub bathtub/shower

\_ Clean bathroom sink

\_ Clean counters

\_ Polish chrome fixtures

\_ Wipe down mirrors

\_ Refill q-tips/cotton balls/soap dispenser/toilet paper etc.

\_ Shake throw rugs

\_ Sweep/Mop floors

**Living Room(s)**

\_ Pick up clutter

\_ Dust

\_ Vacuum furniture

\_ Vacuum carpet

**Bedroom(s)**

\_ Pick up clutter

\_ Make the bed

\_ Change bed linens

\_ Dust

\_ Vacuum carpet

\_ Organize dresser

\_ Organize closet

# Other tasks

\_ Laundry

\_ Fold and put away laundry

\_ Pick up groceries

\_ Pick up dry cleaning

\_ Pick up mail

\_ Wipe down patio/deck furniture

\_ Sweep patio/porch/deck

\_ Take out trash/recycling

\_ Water plants