

# SPEED CLEANING CHECKLIST



## KITCHEN

### 5-10 MINS / TASK

- Pick up and put away items that don't belong
- Gather dirty dishes and put them in the sink/dish-washer
- Manually wash dishes as needed
- Disinfect and wipe all counters
- Wipe exterior of all appliances
- Wipe down stovetop
- Dry and put away handwashed dishes
- Empty & clean trash can

## LIVING / DINING ROOM

### 10-15 MINS / TASK

- Pick up & put away items
- Dust all surfaces
- Clean & organize desk area
- Wipe down furniture, tables & chairs

## BATHROOMS

### 5 MINS / TASK

- Clean & disinfect toilet bowl
- Wipe down toilet seat & surrounding floor
- Wipe down sink, countertop & bathtub/shower
- Wipe down cabinets

## BEDROOMS

### 5 MINS / TASK

- Pick up & put away items
- Make the bed
- Dust all surfaces

## EVERYWHERE

- Vacuum carpets, rugs & other areas as needed
- Quickly mop floors
- Clean mirrors & glass surfaces

## HANDY TIPS

Make sure you have a large laundry basket or bin so you can quickly pick up and put away items in each room.

Always sweep/vacuum/mop throughout the entire house after cleaning everything else.

Rinse/soak dirty dishes in warm water for easy dishwashing.

Quickly wipe the bathtub/shower with cleaner after each use.