

HOUSEKEEPING CHECKLIST

Kitchen

Wash Dishes - Dry & Put Away	
Empty Dishwasher	
Wipe & Sanitizer Counters	
Clean, and Wipe the Stovetop	
Empty Refrigerator and Pantry	
Clean Refrigerator-In and Out	
Wipe & Sanitize Kitchen Appliances	
Clean Toaster & Microwave	
Sanitize Faucets, Sink & Handles	
Sweep & Mop Floors	
Empty Trash Bin	
Stock Paper Towels	
Sanitize Light Switches	
Clean Baseboards	
Dust light Fixtures	

Entry Way

Sweep & Mop Floor	
Wipe Baseboards	
Dust & Wipe Shelves & Decor	

Dining Room

Wipe Down Table & Chairs	
Sweep/Mop/Vaccum Floors	
Wipe & Sanitize Placemats	
Clean Windows	
Sanitize Light Switches	
Clean Bar	
Set Table	
Dust Light Switches	

Half Bath

Clean & Santize Bath and Toilet	
Sweep & Mop Floors	
Stock Hand towels & Toilet Roll	
Clean Sink, Faucets & Mirror	
Empty Trash	
Stock Soap & Toiletries	

Bedroom 1, 2, 3+

Wash & Change Linen	
Make Bed and Set Cushions	
Clean Mirror	
Flip/Rotate Mattress	
Vaccum Carpet and Rugs	
Dust Artwork & Decor	
Empty Wardrobe and Storage	
Stock Drawers as Needed	
Clean, Dust & Wipe Surfaces	
Empty Trashcans	
Stock Hangers, and Blankets	
Clean Mirror and Bedframe	
Clean Windows	
Dust & Sanitizer Light Fixtures	

Bathrooms

Clean & Unclock Drains	
Stock New Towel Set	
Clean & Bath and Toilet	
Empty Trashcan	
Stock Shampoo & Conditioner	
Clean Sink, Faucets & Mirror	
Sweep & Mop Floors	
Stock Hand towels & Toilet Roll	
Clean Sink & Faucet	
Stock Bodywash and Soap	
Clean Shower	
Replace Bath Rugs	

Laundry

Bed Sets, Comforters, Sheets	
Bathroom Rugs & Face cloths	
Bath Towels & Hand towels	
Cloth Placemats	
Stock Fabric Softner	
Sweep & Mop Floors	
Remove Fluff from Dryer	
Stock Laundry Detergent	

Client Details

Client Date: _____

Client Name: _____

Phone#: _____

Job Time Start : _____ End: _____

Signature: _____

