

May Checklists

MONTHLY FOCUS: GARAGE/BASEMENT

- **DECLUTTER**
clear surfaces and lose anything you don't use or love
- **CLEAN**
dust and/or clean all surfaces
- **SWEEP OR VACUUM**
clean garage floor
- **ORGANIZE**
put systems in place that will get your household through the summer
- **WASH VEHICLES**
wash or take to be washed
- **VACUUM FLOORS**
thoroughly vacuum and clean vehicle floors
- **CLEAN MOST TOUCHED AREAS**
wipe handles, knobs, doors, switches/switch plates
- **DEEP CLEAN**
wash vehicle windows, clean dashboard, empty trunk, etc.

ROTATING TASKS

- **VACUUM & WASH BASEBOARDS**
use nozzle or brush attachment and wipe thoroughly
- **VACUUM / SPOT CLEAN FURNITURE**
treat any spots or stains
- **LIGHT FIXTURES: MAIN BEDROOM**
focus on just the main bedroom ones this month
- **WASH RUGS**
wash bathroom and area rugs
- **POLISH WOOD FURNITURE**
give your furniture a little extra shine
- **CLEAN WINDOW TREATMENTS**
dust and/or launder window treatments and blinds
- **SPOT CLEAN WALLS**
wipe away any marks and hand prints
- **WIPE DOWN APPLIANCES**
wipe down household appliances (dishwasher, washer and dryer, etc.)

DO THESE DAILY

- **MAKE THE BEDS**
do a whole house quick declutter and gather at least 3 bags of stuff you can get rid of
- **CHECK THE FLOORS**
clean clutter from surfaces (counters, dressers, etc.)
- **TACKLE CLUTTER**
sort through any existing paper piles that are out on counters or surfaces
- **WIPE COUNTERS**
deal with your mail situation and come up with a way to sort through mail daily so it doesn't pile up
- **ONE LOAD OF LAUNDRY**
declutter counter clutter, cabinets & drawers

DO THESE WEEKLY

- **MONDAY**
clean the bathrooms
- **TUESDAY**
dust the house, surfaces, etc.
- **WEDNESDAY**
vacuum the floors
- **THURSDAY**
wash the floors
- **FRIDAY**
catch up on tasks, do a monthly focus or rotating task
- **SATURDAY**
launder any sheets and towels
- **SUNDAY**
relax, just do the daily tasks