WEEKLY CLEANING SCHEDULE & ROOM CHECKLIST

ZONE CLEANING, DAILY TIDY RHYTHMS & DEEP HOUSEHOLD SANITATION

WEEK OF: _____/_____ to _____/_____/20____ HOUSEHOLD LEAD / CLEANER: _____ WEEKLY FOCUS ROOM: _____ 15-MIN RESET: 8:00 PM

DAILY SPEED-CLEAN HABIT: Never leave a room empty-handed. Keep surfaces clear to make deep cleaning effortless!

ZONE / LIVING AREA	DETAILED DEEP CLEANING TASK CHECKLIST	SCHEDULE	ASSIGNEE	MON	TUE	WED	THU	FRI	SAT	SUN	DONE
1. KITCHEN & PANTRY	[ ] Wipe & sanitize quartz/granite countertops & backsplash	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Scrub kitchen sink, faucet & run garbage disposal with lemon	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Clean stovetop burners, microwave interior & oven door	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Discard expired fridge food & wipe glass refrigerator shelves	Bi-Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
2. BATHROOMS / WC	[ ] Scrub & disinfect toilet bowl, seat, tank & floor base	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Clean shower tiles, glass door, tub & remove hair buildup	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Polish mirror, wipe faucet chrome & wipe sink basin	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Wash bath mats, empty trash cans & restock fresh towels	Bi-Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
3. LIVING ROOM	[ ] Fluff sofa pillows, fold throw blankets & wipe coffee table	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Dust television screen, console, bookshelves & baseboards	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Organize shoe rack, declutter entryway drop zone & mail	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Vacuum upholstery, under sofa cushions & living area rug	Bi-Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
4. BEDROOMS	[ ] Strip bed sheets, wash duvet/comforter & remake bed	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Dust nightstands, lamp bases & declutter bedside tables	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Put away clean laundry & organize closet clothes hangers	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Vacuum bedroom carpet & wipe closet floor surfaces	Bi-Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
5. FLOORS / TRASH	[ ] Vacuum all carpeted rooms, rugs & staircase steps	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Mop hardwood, tile & laminate floors with cleaner	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Empty all household trash bins & replace plastic liners	Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Wipe door handles, high-touch light switches & air vents	Bi-Weekly		[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]

MONTHLY DEEP CLEAN ROTATION (THIS WEEK TASK):

[ ] Wash window panes [ ] Clean oven interior [ ] Vacuum dryer vent

CLEANING SUPPLIES TO RESTOCK:

- _____