

# SPRING CLEANING

## DINING ROOM



- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Move furniture into the center of the room
- Remove items from walls. Dust/Clean them as you remove them
- Remove window coverings (if possible) for cleaning
- Wash walls: one wall at a time, working from top to bottom.
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Remove any table decor and linens and slip covers (if chairs are covered)
- Dry dust items that cannot be cleaned.
- Clean all hard surfaces and furniture and items on them.
- Clean chair and table legs and undersides of seats
- Vacuum all soft surfaces, lamp shades, furniture, fabric covered boxes, etc...
- Vacuum the outside of the room and wash floors if hard surface flooring
- Remove Vent Covers, vacuum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Move furniture back to where it belongs, and vacuum and wash the center of the room
- Rehang wall items.
- Throw table linens and window coverings into the wash (if it can be washed)
- Check table and chairs for any wobbles, fix if needed
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, replace table linens, hang window coverings, and enjoy your spring cleaned space.

### YOUR EXTRAS

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### OTHER SEASONAL TASKS

- Empty drawers and shelves and clean
- Sort tables linens and serving dishes (if stored here)
- Remove any items that don't belong here
- Consider changing up your table decor
- Touch up paint as needed



# SPRING CLEANING



## KITCHEN

- Remove items from counter tops and open shelves
- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Remove items from walls. Dust/Clean them as you remove them
- Remove window coverings (if possible) for cleaning
- Wash tops of cabinets and fridge
- Wash outside of upper cabinets and range hood
- Wash walls and back splash, don't forget the grout if you have it.
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Wash counters and stove top and any open shelves
- Wash outside of lower cabinets and drawers, and fronts of all appliances.
- Pull out fridge, wash sides, vacuum back and floor, and wash wall and floor in behind
- Pull out oven (if possible), wash sides, vacuum back and floor, wash all and floor behind
- Clean small appliances, and other counter top and open shelf items
- Wipe off counters, and put items back
- Remove Vent Covers, vacuum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Clean sink and faucets
- Rehang wall items.
- Vacuum and scrub floor
- Throw window coverings into the wash (if it can be washed)
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, replace table linens, hang window coverings, and enjoy your spring cleaned space.

### YOUR EXTRAS

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### OTHER SEASONAL TASKS

- Empty cupboards and drawers and wash the insides
- Deep clean oven and stove top
- Clean out fridge/freezer then wash interior
- Deep clean microwave and/or dishwasher
- Empty pantry and food cupboard, check expiration dates, clean interiors
- Touch up paint as needed



# SPRING CLEANING

## BATHROOM

- Remove items from counter tops, open shelves, and shower
- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Spray shower or tub (skip if half bath)
- Remove items from walls. Dust/Clean them as you remove them
- Remove shower curtain and window coverings (if possible) for cleaning
- Wash walls and back splash, don't forget the grout if you have it.
- Clean mirror
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Wash exterior of vanity
- Clean shower/tub, don't forget the grout if you have tiles and any caddies or shelves
- Clean vanity sink and faucet
- Spray outside of toilet and put bowl cleaning in bowl
- Clean toilet seat then remove to give hinges and hinge area a good cleaning
- Replace toilet seat and finish cleaning toilet, pay special attention the around the base
- Remove Vent Covers, vaccum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Rehang wall items.
- Put back items you removed
- Vacuum and scrub floor
- Throw window coverings into the wash (if it can be washed)
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, replace table linens, hang window coverings, and enjoy your spring cleaned space.

### YOUR EXTRAS

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### OTHER SEASONAL TASKS

- Empty cupboards and drawers and wash the insides
- Check personal care items for expiration dates, smell lotions, toss all expired items
- Clean make up and hair brushes and combs
- Replace toothbrushes or tooth brush heads
- Assess any storage or organizing needs
- Touch up paint as needed



# SPRING CLEANING BEDROOMS



- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Move furniture into the center of the room
- Remove items from walls. Dust/Clean them as you remove them
- Remove window coverings (if possible) for cleaning
- Wash walls: one wall at a time, working from top to bottom.
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Clean all hard surfaces and furniture and any items on them.
- Dry dust books and other items that cannot be cleaned.
- Strip bed, including bed skirt (if you have one) and vacuum mattress and box spring
- Flip/Rotate mattress. If you flipped it, vacuum again
- Vacuum all soft surfaces, lamp shades, furniture, headboards, canvas hanging shelves or boxes.
- Vacuum the outside of the room.
- Remove Vent Covers, vacuum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Move furniture back to where it belongs, and vacuum the center of the room.
- Rehang wall items.
- Throw bedding and window coverings into the wash (if it can be washed) including comforter or duvet.
- Toss pillows into the dryer to fluff and sanitize.
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, make bed, hang window coverings, and enjoy your spring cleaned space.

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## OTHER SEASONAL TASKS

- Empty drawers and shelves and clean
- Sort through clothing and toys, give away or toss any unused or unwanted items
- Organize closets (see closet page for more details)
- Swap out seasonal clothes and bedding
- Touch up paint as needed



# SPRING CLEANING



## OFFICE

- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Move furniture into the center of the room
- Remove items from walls. Dust/Clean them as you remove them
- Remove window coverings (if possible) for cleaning
- Wash walls: one wall at a time, working from top to bottom.
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Dry dust items that cannot be cleaned.
- Clean all hard surfaces and furniture and items on them.
- Clean Computer and other electronics according to instructions in owner's manuals
- Vacuum all soft surfaces, lamp shades, furniture, fabric covered boxes, etc...
- Vacuum the outside of the room and wash floors if hard surface flooring
- Remove Vent Covers, vacuum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Move furniture back to where it belongs, and vacuum and wash the center of the room
- Rehang wall items.
- Throw window coverings into the wash (if it can be washed)
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, hang window coverings, and enjoy your spring cleaned space.

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### OTHER SEASONAL TASKS

- Empty drawers and shelves and clean
- Go through files and shred any outdated items
- If you have a to shred basket, now is a good time to get shredding
- Reassess your filing and other organizational systems. Make changes if needed
- Now is also a great time to tame the cord tangles, add labels so you know which plug is for what
- Take inventory of what you have and make a list of any supplies you need to replenish
- Touch up paint as needed



# SPRING CLEANING

## LIVING SPACES

- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Move furniture into the center of the room
- Remove items from walls. Dust/Clean them as you remove them
- Remove window coverings (if possible) for cleaning
- Wash walls: one wall at a time, working from top to bottom.
- Wash windows, including tracks and frames. Wash window coverings now if you left them up.
- Clean all hard surfaces and furniture and any items on them.
- Dry dust books and other items that cannot be cleaned.
- Remove Slipcovers, throws and toss pillows
- Clean electronics according to owner's manual directions
- Vacuum all soft surfaces, lamp shades, furniture, fabric covered boxes, etc...
- Vacuum the outside of the room.
- Remove Vent Covers, vacuum vents and wash covers. (wipe off baseboard heaters, be sure they are OFF first!)
- Move furniture back to where it belongs, and vacuum the center of the room.
- Rehang wall items.
- Throw slip covers, throws, and window coverings into the wash (if it can be washed)
- Toss pillows into the dryer to fluff and sanitize, if they can be
- Now, take some time to relax and unwind, you deserve it!
- Once laundry is finished, replace slipcovers, hang window coverings, and enjoy your spring cleaned space.

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### OTHER SEASONAL TASKS

- Empty drawers and shelves and clean
- Sort your media, give away or toss what is unused or unwanted
- Remove any items that don't belong here
- Change throws for lighter weight ones if you have them
- Touch up paint as needed



# SPRING CLEANING

## CLOSETS

- Empty Contents, sort as you go if you want
- Dust/Vacuum/Wash Ceiling. (use caution if washing, some ceiling finishes don't like being wet)
- Dust/Clean Ceiling Fixtures (lights, fans etc...)
- Remove items from walls. Dust/Clean them as you remove them
- Wash walls: one wall at a time, working from top to bottom.
- Wash shelves and hanging bars, don't forget the back of the door (if you can reach it)
- If you have a dresser or other furniture in your closet, dry dust, vacuum or clean as needed
- Vacuum all soft surfaces, like canvas or cloth hanging shelves
- Vacuum the closet, wash floor if hard surface
- If you didn't sort items when you removed them, sort them now
- Rehang wall items.
- Put items back in, organize them as you go
- Now, take some time to relax and unwind, you deserve it!

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### OTHER SEASONAL TASKS

- Sort through your winter wardrobe, give away or toss items you didn't wear or that don't fit
- Swap out seasonal clothes
- Assess storage and orgazing needs, make changes as needed
- Assess how your closet is working for you, could you add some more function?
- Touch up paint as needed

### NOTES

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