

# Daily Cleaning Checklist

A quick daily cleaning checklist of simple habits to keep your home tidy in minutes.

## Morning Reset

- ☐ Make all the beds and straighten the pillows
- ☐ Open blinds or curtains to let in light and air
- ☐ Wipe down bathroom counters and the sink after getting ready
- ☐ Rinse breakfast dishes and load them into the dishwasher
- ☐ Do a two-minute tidy of the main living space

## Kitchen Throughout the Day

- ☐ Wipe counters and the stovetop after each use
- ☐ Wash dishes as you go or load them straight into the dishwasher
- ☐ Wipe down the sink and clear the drain of food scraps
- ☐ Spot-clean spills and crumbs from the floor
- ☐ Take out the trash if it is full

Keep a spare liner at the bottom of the bin for instant swaps.

## High-Touch Surfaces

- ☐ Wipe down light switches, door handles, and cabinet pulls
- ☐ Disinfect frequently used countertops
- ☐ Clean phone screens, keyboards, and remotes
- ☐ Wipe faucet handles in the kitchen and bathroom

## Quick Tidy

- ☐ Return stray items to their proper homes
- ☐ Fold or hang any clothes left out
- ☐ Clear and wipe entryway surfaces of mail and keys
- ☐ Fluff sofa cushions and fold throw blankets
- ☐ Put away shoes by the door

## Evening Wind-Down

- ☐ Clear and wipe down the kitchen counters before bed
- ☐ Run the dishwasher or finish the last of the dishes
- ☐ Wipe the bathroom sink and put away toiletries
- ☐ Set out anything you need for the morning
- ☐ Do a final walk-through to pick up any clutter