

Week of _____

Resident Name	Kitchen	Living Room	Yard	Bathroom 1	Bathroom 2	Floors	Laundry Room

1. Kitchen:

Daily: Run/empty dishwasher; wipe down counters and appliances; empty trash.

Weekly: Deep clean microwave, coffee makers, oven and refrigerator.

2. Living Room:

Daily: Wipe down and straighten all furniture and fixtures.

Weekly: Dust all furniture and fixtures; vacuum all upholstery and carpeted bedrooms; take trash to street on pick-up day.

3. Yard:

Daily: Pick up sticks and any trash in yard; empty ashtrays.

Weekly: Mow/Rake yard (depending on season); water grass on Wednesdays during season.

4. Bathroom #1:

Daily: Restock toilet paper, empty trash if needed, wipe down sink and mirror.

Weekly: Deep clean entire bathroom (scrub toilet, sink, tub and shower; sweep and mop floor; empty trash; clean mirror).

5. Bathroom #2:

Daily: Restock toilet paper, sweep, empty trash if needed, wipe down sink and clean mirror.

Weekly: Deep clean entire bathroom (scrub toilet, sink, tub and shower; sweep and mop floor; empty trash; clean mirror).

6. Floors:

Daily: Sweep all hard surface floors (living room, dining room, kitchen, hall and entry hall).

Weekly: Sweep and mop all hard surface floors (using appropriate cleaner for each surface); vacuum area rugs; shake out/sweep mats.

7. Laundry/Fridge Room:

Daily: Sweep floor; wipe down machines and refrigerators, empty trash.

Weekly: Sweep and mop floor; empty trash; wipe down machines; *deep clean refrigerators.

Signature: _____

David Hardy, Exec. Dir., SSL