



# Cleaning Tips & Tricks

Keeping a fresh and tidy home can be a good way to keep your family healthy during this time. Use some of your extra time at home to try some of these tips!

*Brought to you by:*

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PRINTING TIP: Type the desired page numbers you would like printed into your print dialog screen.

# MAKE YOUR OWN cleaning supplies



## OVERVIEW:

*Once you've created your homemade cleaners, keep them organized and easily recognizable with these handy labels. Here's to happy cleaning!*

***Mix the ingredients you'll find on these labels, then print and tape or glue them to your containers.***

## WHAT'S INCLUDED:

- **Homemade Cleaning Supply Labels**  
*Use these labels to keep your homemade cleaning products organized.*

HOMEMADE

FLOOR AND  
**GLASS  
CLEANER**

ALL-NATURAL INGREDIENTS

1 CUP ISOPROPYL ALCOHOL  
1 CUP WHITE VINEGAR  
1 CUP WATER  
15-20 DROPS ESSENTIAL OIL

HOMEMADE

ALL-PURPOSE  
**CITRUS  
CLEANER**

ALL-NATURAL INGREDIENTS

CITRUS PEELS  
1-2 CUPS WHITE VINEGAR  
15-20 DROPS ESSENTIAL OIL

HOMEMADE

STAINLESS STEEL AND  
**WOOD  
POLISH**

ALL-NATURAL INGREDIENTS

$\frac{3}{4}$  CUP OLIVE OIL  
 $\frac{1}{4}$  CUP LEMON JUICE  
1 TABLESPOON VINEGAR  
3-4 DROPS LEMON ESSENTIAL OIL

HOMEMADE

ALL-PURPOSE  
**CLEANING  
WIPES**

ALL-NATURAL INGREDIENTS

1 CUP WATER  
 $\frac{1}{4}$  CUP ISOPROPYL ALCOHOL  
2 TABLESPOONS DISH SOAP  
2 TABLESPOONS AMMONIA

HOMEMADE

AIR AND  
**FABRIC  
REFRESH**

ALL-NATURAL INGREDIENTS

$\frac{1}{2}$  CUPS WARM WATER  
 $\frac{1}{2}$  CUP WITCH HAZEL  
2 TABLESPOONS BAKING SODA  
10-30 DROPS ESSENTIAL OIL

KEY

----- - cut along edge

# THE ULTIMATE *Family Cleaning Competition*



## OVERVIEW:

*Cleaning can be a bore. But when you turn the tidying up into a full-blown family competition, what was once a dreaded task becomes an exciting game.*

*Turn cleaning into a competition with this fun, family activity!*

## WHAT'S INCLUDED:

- **Room Checklist**  
*A cleaning task list for each room to qualify the space as “clean”.*
- **“Most Clean” Award**  
*An award for “Most Clean” family member in the house.*



# THE ULTIMATE *Family Cleaning Competition*

## *Bathroom*



- Mop the floors
- Wipe down hard surfaces (sinks, toilet seats, countertops)
- Scrub inside of the toilet
- Organize cabinets
- Refresh soaps and replace towels

## *Kitchen*



- Sweep and mop the floors
- Wipe down countertops and stove top
- Clean inside of microwave
- Put away dishes and wash any dishes in sink
- Wipe down kitchen table and chair frames

## *Bedroom*



- Fold and put away all clothes
- Make the bed and replace sheets (if necessary)
- Vacuum the floor
- Dust and wipe down dressers and desks
- Put away any toys or other knick-knacks in their proper place

## *Living Room*



- Vacuum the floor
- Dust and wipe down coffee tables, end tables, TV stands, etc.
- Organize remotes and other electronics
- Remove any miscellaneous objects from the floor and furniture

## *Room #5:*



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- 
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## *Room #6:*



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## *Room #7:*

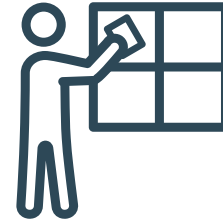


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## *Room #8:*



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THE AWARD FOR

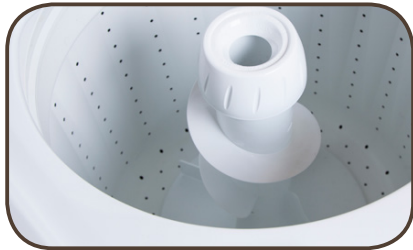
*Cleanest Member*

OF THE FAMILY GOES TO:



# 6 DIRTY SPOTS YOU'RE FORGETTING TO CLEAN

We all know that a clean home brings peace of mind. But is your home actually clean? Believe it or not, many of us are forgetting to clean some of the dirtiest spots in our homes! For a truly clean living space, it's time to rethink where the grime is hiding and how often you clean it. Use this list of household cleaning hacks to know when and where to get started.



## WASHING MACHINE

### CLEAN EVERY MONTH

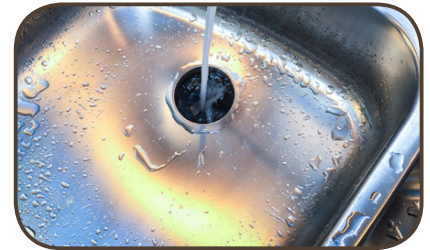
Set your washer to its hottest water setting, add two cups of white vinegar to the machine, and run the cycle. Repeat with half a cup of baking soda. Wipe clean.



## SHOWERHEAD

### CLEAN EVERY MONTH

Pour white vinegar into a sandwich bag, and secure the bag around your showerhead with a rubber band. Let sit overnight, and then wipe clean with a cloth in the morning.



## GARBAGE DISPOSAL

### CLEAN EVERY MONTH

With the disposal off, put ice and white vinegar (or salt) into the disposal. Turn on, and let run for 10 seconds to remove buildup and grime.



## DISHWASHER

### CLEAN EVERY MONTH

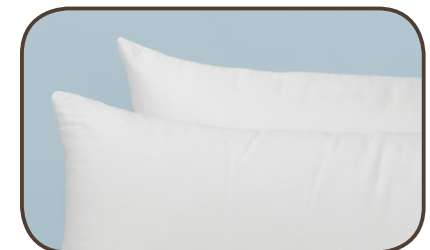
Place one cup of white vinegar in a dishwasher-safe container on the upper rack, and run a hot water cycle. Next, add a cup of baking soda across the bottom, and run a short hot water cycle.



## MATTRESS

### CLEAN EVERY 6 MONTHS

Remove surface stains with a cloth and upholstery cleaner. For a quick refresh, sprinkle a light layer of baking soda on top, and let sit. Vacuum with an upholstery attachment.



## PILLOWS

### CLEAN EVERY 3-6 MONTHS

Place two pillows on either side of the washing machine to balance the weight. Use the delicate setting with an extra rinse cycle, and be sure to use gentle detergent. Dry on low heat until moisture is gone.



# minimalism 101

Outer order creates inner calm, and vice versa. A full-circle approach to organization will help you find balance, become mindful, save time, and restore order to priorities.

**Practice becoming more mindful with 9 habits to incorporate into your daily life.**



# mindful minimalism

Organization should extend beyond the walls of your home.  
Clear your mental clutter to renew your mind, body, and soul.

9 HABITS TO INCORPORATE INTO YOUR DAILY LIFE • LIVE MORE SIMPLY, FULLY, AND INTENTIONALLY



## prioritize purposefully

be mindful and make space for the things that are most important and add the most value to your life. What 5 things are most important to you? Remind yourself every day.



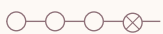
## balance productivity

Productivity is at its best when balanced with life. Every minute doesn't need to be spent on completion—you'll feel the most complete when you set aside the time to recharge.



## spend-wisely

Allow quality or purpose to drive your spending and you'll find that your purchase decisions are simplified, and more often the right ones. Spend more on experiences and less on things.



## stop living life project-to-project

Learn to enjoy your current state of being. Each project's end results should be something you will find useful or beautiful, not just a proud post on Instagram.



## single-task

Learn to apply purposeful, focused energy on one single task at a time. Practice this daily and you'll complete tasks more quickly, with more complete and successful results.



## disconnect with controlled availability

Notifications create a false sense of urgency and a constant state of distraction. Choose specific and practiced times to address these items each day.



## unsubscribe

Information can be outstanding and overwhelming, and controlling the daily flow of it is draining to your energy. Focus on a few favorite resources and unsubscribe from the rest.



## be more selective with your time

Choose all commitments with purpose and intention, never obligation. Your time is too precious to over-commit and life is too short to feel obligated.



## less clutter = more

Less clutter means; less to organize, less to think about, less to clean, It also means more time to give, more money saved, and ultimately, living more purpose-driven lives.

“SIMPLICITY IS THE ULTIMATE FORM OF SOPHISTICATION”

—LEONARDO DA VINCI

(Cut along the line) ✂

# Household Cleaning Schedule

## **OVERVIEW:**

*The task of cleaning your entire house can seem overwhelming, but it helps to have a checklist of what to clean and when. Use this quick and easy cleaning guide to stay on top of household tasks, and your housework will run like clockwork!*

***You'll love having a clean house even more when you follow this schedule, which brings order to the chaos of cleaning.***



## **WHAT'S INCLUDED:**

- Printable Cleaning Schedule

# Household Cleaning Schedule ✓

## Daily

- Make your bed.
- Sweep the floors.
- Take out the trash.
- Do one load of laundry.
- Put away any stray items.
- Empty and load the dishwasher.
- Wipe down the countertops and sinks.

## Weekly

- Clean the toilets, bathtubs, and bathroom sinks.
- Clean the mirrors.
- Dust the shelving and furniture.
- Change the bed linens.
- Mop the floors.
- Vacuum the carpets, rugs, and upholstery.
- Wipe down appliances.

## Monthly

- Scrub the bathroom and kitchen cabinets.
- Clean the microwave and oven.
- Clean the refrigerator, and check for expired items.
- Clean the trash can.
- Sort through closets to clean or donate items.
- Clean blankets and throw pillows.
- Wipe down the inside and outside of cabinets.

## Seasonally

- Deep clean the stove.
- Clean the fireplace.
- Clean out the medicine cabinets, and check for expired items.
- Wash comforters, blankets, and pillows.
- Organize closets.
- Organize personal files.
- Tidy the garage and/or basement.

# A SEASONAL SCHEDULE FOR Home Maintenance

Just like your car, your home needs a regular tune-up to keep it running at its best. Use this checklist to organize your chores so you can minimize stress and enjoy what each season brings.



## SPRING

- ◆ Check the attic and basement for cracks that could have allowed water to seep in. (This is especially important after a wet winter.)
- ◆ Remove furniture, and deep clean carpets and floors.
- ◆ Clean ceiling fans, and give all rooms a thorough dusting.
- ◆ Look for overgrown tree roots that could damage foundations, driveways, and walkways.
- ◆ Have HVAC systems serviced.
- ◆ Check outdoor vents for debris.
- ◆ Clear gutters and downspouts.



## SUMMER

- \* Repair cracks in sidewalks, driveways, or steps.
- \* Trim tree branches and shrubs.
- \* Prepare rain storage system to water the lawn in dry months.
- \* Power wash siding, deck, driveway, and windows.
- \* Repair deck, and re-stain.
- \* Replace any loose or damaged shingles.
- \* Change air filters in HVAC system.
- \* Test smoke alarms, carbon monoxide detectors, and fire extinguishers.



## FALL

- 🍂 Check dryer hoses, and change out filters and lint traps.
- 🍂 Flush your hot water heater by draining water completely to remove sediment.
- 🍂 Have chimney inspected and cleaned.
- 🍂 Check for cracks around external doors and windows, and repair where necessary.
- 🍂 Check outdoor vents for debris.
- 🍂 Have HVAC systems serviced.
- 🍂 Store patio or lawn furniture, and organize garage or storage sheds.



## WINTER

- ❄️ Caulk sink, toilet, and bathtub, and reseal tile grout.
- ❄️ Wipe down baseboards and doors, and touch up peeling paint where necessary.
- ❄️ Clean windows, and wipe down windowsills.
- ❄️ Organize closets and drawers, and donate used or unwanted items.
- ❄️ Change air filters in HVAC system.
- ❄️ Test smoke alarms, carbon monoxide detectors, and fire extinguishers.
- ❄️ Activate sump pump by dumping a bucket of water in the basin.



EVERYTHING ORGANIZED | AROUND THE CLOCK

# So you have...

Make the most of your free time by getting the ordinary cleaning out of the way. 10, 30, or 60 minutes? Assemble the attached paper dice, and keep them handy to quickly decide what activity to do next and to make your cleaning more fun.





clean & disinfect  
trash cans &  
recycling  
bins

wipe down  
exteriors of  
all appliances  
& cabinets

disinfect all light  
switches &  
door handles  
in home

pour baking soda  
then vinegar down  
all sinks to  
freshen &  
clean

So you have  
**10**  
minutes

sprinkle baking  
soda on upholstery,  
let sit, then  
vacuum

Get rid of old  
food in fridge  
& cabinets

dust all blinds  
& windowsills

(Cut along the line) ✂



spot clean  
upholstery  
& carpets

clean all windows  
& glass  
in home

dust baseboards  
throughout  
home

wash or vacuum  
curtains

dust ceiling lights  
& fans

remove items from  
kitchen cabinets  
& wipe down

clean washing  
machine  
& dryer

So you have  
**30**  
minutes

(Cut along the line) ✂



organize all closets

de-clutter, get rid of unused items starting room to room

wash exterior of home

go through all drawers in home & organize

clean & vacuum car

Organize extra storage spaces such as garage, attic, or basement

move all furniture & vacuum underneath

So you have **60** minutes

(Cut along the line) ✂

# Stash or Trash?



## **OVERVIEW:**

*Whether you're selling your home or just tackling some serious spring cleaning, decluttering your home via a big purge can be both effective and rewarding. If items you don't need are taking up precious real estate, it's time to reevaluate what you're keeping and why!*

***Use this guide to help you make the decision. Before you begin, grab three boxes and label them "Throw Away," "Put Away," and "Give Away." Remember: be objective, and answer honestly. Now you're ready to get started!***

## **WHAT'S INCLUDED:**

- **Stash or Trash Guide**



# Stash or Trash?

Whether you're selling your home or just tackling some serious spring cleaning, decluttering your home can be both effective and rewarding. If items you don't need are taking up precious real estate, it's time to reevaluate what you're keeping and why! Use this guide to help you make the decision. Grab three boxes and label them "Throw Away," "Put Away," and "Give Away," and you're ready to get started!

