Lifetime organizing

CLEANING SYSTEM

FAMILY ROOM & BEDROOMS

DAILY	WEEKLY	MONTHLY	SEASONAL
Pick up clutter	Wash sheets	Dust light fixtures and ceiling fans	Wash light fixtures and lamp shades
Put away clothes	Dust furniture, nic nacs, lamps	Dust picture frames	Wash wall, if needed
Make Beds	Clean mirrors	Dust baseboards	Clean and condition leather furniture
	Sweep floor	Wipe off light switches and doorknobs	Wash or dry-clean pillows
	Vacuum	Vacuum upholstery	Flip mattresses and vacuum
			Wash comforters
			Wash windows, inside and outside
			Wash blinds
			Wash or dry-clean curtains
			Wash baseboards
			Clean carpet and rugs