

SPRING CLEANING Planner



1 INCH SPINE



1 & 1/2 INCH SPINE



2 INCH SPINE



3 INCH SPINE



DAILY CLEANING

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DAILY CLEANING

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Dining Room	
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CLEANING TASK CHART

TASKS	MTWTFSS

NOTES

SPRING DECLUTTERING

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TRASH/RECYCLING TRACKER

Date	Item	Trash	Recycled



SUPPLY CHECKLIST

■ All-Purpose Cleaner	OTHERS
Glass Cleaner	
Disinfectant Wipes or Spray	
☐ Bathroom Cleaner	
─ Kitchen Cleaner	
☐ Floor Cleaner	
Dusting Spray or Cloths	
Oven Cleaner	
Stainless Steel Cleaner	
■ Toilet Bowl Cleaner	
☐ Broom	
Dustpan	
─ Vacuum Cleaner	
□ Мор	
Bucket	
□ Trash Bags	
Latex Gloves	

NOTES

SPRING CLEANING IN 30 DAYS

Day 1	Day 2	Day 3	Day 4	Day 5
Day 6	Day 7	Day 8	Day 9	Day 10
Day 11	Day 12	Day 13	Day 14	Day 15
Day 16	Day 17	Day 18	Day 19	Day 20
Day 21	Day 22	Day 23	Day 24	Day 25
Day 26	Day 27	Day 28	Day 29	Day 30

SUPPLY INVENTORY

Product	Location	Quantity

OUTDOOR CLEANING CHECKLIST

Clean gutters and downspouts.	NOTES
Power wash exterior surfaces.	NOTES
─ Wash windows and window sills.	
Inspect and clean outdoor	
furniture.	
Service and clean the grill.	
Prune and trim plants.	
Aerate and seed the lawn.	
Check and repair fencing.	
☐ Inspect and clean outdoor	
lighting.	
Organize outdoor storage.	
Plant flowers or vegetables.	
Inspect and clean play	
equipment.	
Check the roof for damage.	
Clean around HVAC units.	
Inspect and clean pools or	
water features.	[

BATHROOM CLEANING CHECKLIST

Remove items from countertops.	NOTES
Discard expired products.	
─ Wipe surfaces and faucets.	
Disinfect frequently touched	
areas.	
Scrub shower and tub.	
Clean and disinfect the toilet.	
Sweep and mop the floor.	
Clean mirrors and glass	
surfaces.	
Declutter cabinets and drawers.	
Check and replace supplies.	
Replace linens.	
Empty trash and refresh air.	
Check for leaks or issues.	
Consider updating decor for a	
fresh look.	

PLAYROOM CLEANING CHECKLIST

Put away toys, remove non-	NOTES
play items.	NOTES
─ Wipe tables, shelves, and	
corners.	
Sort and donate unused toys.	
─ Vacuum or sweep.	
■ Ensure good condition, rotate.	
Dust window treatments,	
organize bins.	
Organize and discard old items.	
Wipe down, check for repairs.	
Empty trash, ventilate.	
Assess layout, consider	
changes.	
☐ Gather unused items.	
Prepare for warmer	
activities.	

CLOSET CLEANING CHECKLIST

Sort by type or color.	NOTES
Arrange shoes, organize	NOTES
accessories.	
Use labeled bins.	
─ Wipe shelves.	
─ Vacuum floor.	<u> </u>
Assess storage, consider	
improvements.	
Neatly put items back.	
Schedule check-ins.	
Add hooks for extra storage.	
Consider additional shelving.	
Store out-of-season clothes.	
Check lighting.	<u> </u>
Donate unused items.	
Consider adding new liners.	
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BEDROOM CLEANING CHECKLIST

Put away clothes, remove	NOTES
extras.	Notes
Change and wash linens.	
Dust surfaces, wipe furniture.	
─ Vacuum or sweep.	
Organize, donate unused items.	
Dust or clean blinds/curtains.	
Dust electronics, organize	
cords.	
Empty bins.	
Organize personal items,	
discard extras.	
─ Vacuum under the bed, wipe	
doorknobs.	
Check for repairs, consider	
decor updates.	
Ensure proper airflow.	

DINING ROOM CLEANING CHECKLIST

Clear surfaces, organize table.	NOTES
Dust surfaces.	NOTES
Wipe down and polish table.	
Clean windows, vacuum or	
sweep, mop.	
─ Wipe down, rearrange decor.	
Clean chair upholstery.	
Inspect dining chairs.	
Dust additional furniture,	
replace cushions.	
Organize cabinets, shelves.	
Clean fixtures, update bulbs.	
Check for needed repairs.	
Ensure proper airflow.	
Add a subtle air freshener.	
─ Vacuum and spot clean rugs or	
carpets.	

KITCHEN CLEANING CHECKLIST

Clear countertops, organize	NOTES
pantry.	NOTES
Clean fridge inside and out.	
─ Wipe down microwave and	
toaster.	
Clean oven and stovetop.	
Wipe cabinet doors and handles.	
Organize cabinet contents.	
Disinfect sink, polish faucet.	
Empty and clean bins.	
Sweep and mop floor.	
Clean mats or rugs.	
Clean exhaust fan or range	
hood.	
Dust blinds/curtains, wipe	
windowsills.	
Replace sponges, clean sink	
stopper.	
Clean coffee maker, toaster,	
etc.	
Check towels, replace if needed.	

LIVING ROOM CLEANING CHECKLIST

and light fixtures.	NOTES
─ Wipe down remotes, gaming	
controllers, and TV screens.	
Clean windows, wash curtains,	
and wipe sills.	
─ Vacuum carpets, sweep, and mop	
hard floors.	
Polish wooden furniture, clean	
glass surfaces.	
Remove and wash cushion covers.	
Vacuum upholstery and spot	
clean.	
Dust lampshades and wipe down	
bulbs.	
─ Vacuum vents and consider	
changing filters.	
─ Vacuum under and behind	
furniture.	
Clean fireplace and chimney.	
Dust and clean decorative items.	
Organize DVDs, CDs, and clean	
shelves.	
Disinfect switches and doorknobs.	

OFFIGE ROOM CLEANING CHECKLIST

Clear unnecessary papers and	
items from the desk.	NOTES
Dust all surfaces, including the	
desk, shelves, and electronics.	
─ Wipe down computer monitors,	
keyboards, and mouse.	
Clean and organize cables.	
Clean windows and window sills.	
Vacuum or sweep the floor.	
Declutter and organize desk	
drawers.	
Shred any sensitive or	
unnecessary documents.	
── Wipe down pens, staplers, and	
other frequently used items.	
Review and update your filing	
system if needed.	
Clean and disinfect office chair.	
Open windows for fresh air	
circulation.	
Dust and wipe down bookshelves	
and their contents.	
Check for software updates on	
your computer.	