

# Spotless Cleaning Bee: Weekly Checklist

## Daily Tasks (5-10 minutes)

- ☐ Make the bed
- ☐ Wipe down kitchen counters
- ☐ Put away all dishes
- ☐ Clear any clutter from main surfaces
- ☐ Sweep or quickly vacuum high-traffic areas

## Weekly Tasks (30-60 minutes)

- ☐ Dust all surfaces
- ☐ Vacuum and mop all floors
- ☐ Clean bathrooms (toilet, sink, mirror, shower)
- ☐ Wipe down kitchen appliances
- ☐ Take out the trash and recycling

## Deep-Clean Task (choose one per week)

- ☐ **Week 1:** Clean out and organize the refrigerator
- ☐ **Week 2:** Deep-clean the microwave and oven
- ☐ **Week 3:** Wash all bedding and throw blankets
- ☐ **Week 4:** Wipe down all windows and mirrors

*If you need a deeper clean, remember that the Spotless Cleaning Bee team is just a call away!*