

The

Over/Under

cleaning checklist

2 Eye Level/Look Out

- Wash windows/
inside & out
- Wash curtains
- Dust horizontal spots
- Dust picture frames,
clocks
- Declutter books
magazines
- Change Lightbulbs

1 Over/Look Up

- Dust above cabinets
- Dust ceiling fan blades
- Dust light fixtures
- Dust ceiling a.c. vents
/change filters

Sit Down/Look Around

- Dust tables, T.V. stands, etc.
- Strip beds/Replace linens
- Deep clean bathrooms
- Declutter closets/dressers
- Declutter DVDs
- Donate unused items

4 Under/Look Down

- Wash/Replace entry rugs, area rugs, bath mats
- Mop floors, moving furniture to do whole floor
- Shake out & hang outside large rugs for Spring smell
- Dust, then wipe well all baseboards
- Sweep front/back porch
- Plant Spring Flowers/Fill inside vases with flowers

3