

# Weekly Cleaning Checklist

A realistic routine for small apartments and rentals

## How to use this checklist

1. Do the Daily Reset every day (about 15 minutes). 2. Clean one zone per day - or combine days if your place is tiny. 3. Skip anything that does not apply to your apartment. 4. Do Monthly tasks in the first week of each month. This schedule is a starting point: adjust it to your space, your week, and your energy.

## DAILY RESET | about 15 minutes

- ☐ Make the bed - it makes the whole room look tidier
- ☐ Wash dishes or run / unload the dishwasher
- ☐ Wipe kitchen counters and stovetop
- ☐ 5-minute tidy: put stray items back where they belong
- ☐ Take out the trash if full; replace the bag
- ☐ Quick bathroom wipe: sink and mirror, only if needed

## WEEKLY ZONES | one zone per day

### MONDAY - Kitchen

- ☐ Clean inside the microwave
- ☐ Wipe cabinet fronts and handles
- ☐ Scrub the sink and faucet
- ☐ Mop or damp-mop the kitchen floor
- ☐ Toss expired food from the fridge and pantry

### TUESDAY - Bathroom

- ☐ Scrub the toilet: bowl, seat, and base
- ☐ Clean the shower / tub and fixtures
- ☐ Wipe the mirror and sink
- ☐ Wash the bath mat and hand towels
- ☐ Empty the bathroom trash

### WEDNESDAY - Floors (whole apartment)

- ☐ Vacuum all floors, including under furniture edges
- ☐ Mop hard floors
- ☐ Shake out small rugs and the doormat
- ☐ Spot-clean visible marks on floors

#### THURSDAY - Bedroom

- ☐ Change the bed sheets (or roll into Saturday laundry)
- ☐ Dust nightstands, shelves, and windowsills
- ☐ Organize one drawer or one surface
- ☐ Vacuum or sweep the bedroom floor

#### FRIDAY - Living areas

- ☐ Dust the TV stand, shelves, and decor
- ☐ Wipe light switches and door handles
- ☐ Fluff cushions; fold throw blankets
- ☐ Vacuum the sofa and living-area floor

#### SATURDAY - Laundry & linens

- ☐ Wash, dry, fold, and put away one full cycle
- ☐ Change bath and kitchen towels
- ☐ Wipe the washing-machine door and dispenser

#### SUNDAY - Reset & catch-up

- ☐ Finish anything skipped this week - or rest
- ☐ 10-minute whole-apartment tidy
- ☐ Plan next week's zone days

#### MONTHLY | first week of the month

- ☐ Dust ceiling fans, vents, and tops of cabinets
- ☐ Wipe baseboards in one room (rotate rooms each month)
- ☐ Clean interior windows and mirrors
- ☐ Descale the kettle / clean the coffee maker
- ☐ Vacuum the mattress and under the bed
- ☐ Restock any cleaning supplies running low
- ☐ Deep-clean one appliance: oven, fridge, or washer
- ☐ Declutter one small area: junk drawer, shelf, or cabinet

#### NOTES

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