

Pre-Party Cleaning Checklist

Create curb appeal (7 days before Party)

- Brush away cobwebs
- Clean front porch
- Power wash driveway
- Tidy up the front lawn: mow grass, trim hedges and pull weeds
- Wash front windows

Banish Clutter (6 days before party)

- Clear clutter from surfaces guests will see in the:
 - Entry
 - Guest bathroom(s)
 - Kitchen
 - Living areas

Create Space for Coats (5 days before party)

- Make room in coat closet or set up another space for winter gear e.g. a spare bedroom. Make sure the "coat room" is clean and tidy!
- Provide basket for gloves and scarves etc.

Prepare Emergency Cleaning Kit (4 days before party)

- Create a cleaning kit with the following:
 - Sponge or microfiber cloth
 - OxiClean
 - All-purpose cleaning product
 - A dust pan and hand broom

Clean the Guest Bathroom (3 days before party)

- Clear counters of clutter
- Fill up liquid soap dispenser
- Scrub toilet, sink and shower
- Wipe off mirrors
- Change towels and ensure there are clean hand towels or a fresh roll of paper towels
- Place extra toilet paper in a basket in a visible, easily-accessible place e.g. toilet tank
- Put down clean bath mats

Clean the Kitchen (2 days before party)

- Clear counters of clutter. Wipe them down with warm soapy water. Avoid abrasive cleaners or pads. Seal countertop
- Clean stovetop
- Clear sink and dishwasher
- Clean and organize the refrigerator to make room for leftovers

Take Care of the Trash (1 day before party)

- Empty bins throughout the house. Wash them with warm soapy water and disinfectant
- Let dry and add new liners
- Move exterior trash cans away from where guests will be

Set up For Party (Day of party)

- Mop and vacuum floor. Touch up guest bathroom and kitchen
- Move fragile or irreplaceable items away from party zone
- Close door to any out-of-bounds room
- Straighten and fluff pillows
- Spray whole house with air freshener