

Speed Cleaning Checklist

Gather Cleaning Products

- ☐ Microfiber cloths/ Paper towels
- ☐ All-purpose cleaning solution in a spray bottle
- ☐ Toilet bowl cleaner
- ☐ Air freshener/ Febreeze
- ☐ Empty laundry basket/ box
- ☐ Trash bag

Clear Surfaces

- ☐ Clear clutter from surfaces and place in laundry basket/ box
- ☐ Put garbage in the trash bag
- ☐ Close doors to bedrooms & other messy rooms

Wipe Down Surfaces & Dust

Guest Bathroom:

- ☐ Apply toilet bowl cleaner
- ☐ Wipe mirror, countertop, faucet and toilet seat
- ☐ Scrub toilet bowl and flush
- ☐ Replace toilet paper, if necessary
- ☐ Hang fresh hand towel, if necessary
- ☐ Refill soap dispenser, if necessary

Kitchen:

- ☐ Wipe off stovetop, counters and other dirty surfaces

Living Areas:

- ☐ Dust bookshelves, TV and tables
- ☐ Flip stained cushions

Clean Floors & the Air

- ☐ Empty trash cans in guest bathroom, living areas & kitchen into the garbage bag
- ☐ Vacuum entryway, kitchen, living room and bathroom
- ☐ Spray air freshener or Febreze

Do the Dishes

- ☐ Wash dishes, if there's time or place them in the dishwasher

After Speed Cleaning

- ☐ Stow away cleaning products
- ☐ Stash laundry basket/ box & garbage bag out of sight
- ☐ Freshen up yourself