

# Declutter, Organize & Clean Your Home

A place for everything, and everything in its place.

This cleaning, organizing and decluttering checklist was created for you by Dana of LivingWithDana.com.

## The Kitchen

### 1. General Cleaning

- \* Clear countertops and wipe surfaces
- \* Clean sinks, scrub faucets
- \* Wipe down high-touch areas (cabinet handles, light switches)
- \* Clean stovetop (burners, knobs)
- \* Clean microwave (interior & exterior)
- \* Clean oven (scrub and self-clean if needed)
- \* Clean dishwasher (wipe front, run cleaning cycle)
- \* Sweep and mop floors

### 2. Deep Cleaning Appliances

- \* **Refrigerator:** Remove expired food, wipe shelves, clean door seals
- \* **Freezer:** Check for expired food, wipe shelves
- \* **Range Hood:** Clean filters, wipe hood
- \* **Coffee Maker/Toaster:** Clean crumbs/ coffee grounds, run cleaning cycle

### 3. Organizing

- \* Organize utensil drawers (sort & declutter)
- \* Organize cabinets (group similar items)
- \* Purge pantry (remove expired items, consolidate)
- \* Reorganize fridge/freezer (group similar foods, move older items forward)
- \* Label pantry/fridge items for easy identification

### 4. Maintaining Cleanliness

- \* Set up a cleaning schedule (daily, weekly, monthly tasks)
- \* Tidy up after each meal (clean as you go)

