Kept Shiny

FREE PRINTABLE

Apartment Cleaning Checklist

30 tasks across 5 zones take about 3 h 56 min total. Start in the Kitchen, the longest zone at 50 min, clearing and wiping counters first.

Kitchen — 50 min

- [ ] **Clear and wipe counters** — 10 min
  Remove items, spray with a mild all-purpose cleaner, and wipe with a microfiber cloth.
  > On granite or marble counters, use a pH-neutral cleaner instead of vinegar or lemon juice to avoid etching the stone.
- [ ] **Degrease stovetop and backsplash** — 10 min
  Apply dish soap diluted in warm water, let sit 5 minutes, then scrub with a non-abrasive sponge.
- [ ] **Clean inside microwave** — 5 min
  Heat a bowl of water for 2 minutes to loosen splatters, then wipe the interior with a damp cloth.
- [ ] **Disinfect sink and faucet** — 8 min
  Scrub with dish soap first, rinse, then wipe with a diluted bleach solution (1 tablespoon bleach per gallon of water).
  > Rinse the sink fully before applying bleach solution; never mix bleach with other cleaners.
- [ ] **Wipe cabinet fronts and handles** — 7 min
  Use a damp microfiber cloth with a small amount of dish soap to remove grease and fingerprints.
- [ ] **Sweep and mop floor** — 10 min
  Sweep up crumbs and debris, then mop with warm water and a floor cleaner suited to your flooring type.

Bathroom — 46 min

- [ ] **Scrub toilet bowl and seat** — 8 min
  Apply toilet bowl cleaner, scrub with a toilet brush, and wipe the seat and exterior with a disinfecting wipe.
- [ ] **Clean shower and tub** — 15 min
  Spray with a bathroom cleaner, let sit 5 minutes to loosen soap scum, then scrub and rinse.
  > On natural stone tile, use a pH-neutral cleaner instead of an acidic one.
- [ ] **Polish mirror and glass** — 5 min
  Spray vinegar diluted with water and wipe with a lint-free cloth for a streak-free finish.
- [ ] **Wipe sink and counter** — 5 min
  Clean with dish soap and water, rinsing well, then dry with a cloth to prevent water spots.
- [ ] **Disinfect high-touch surfaces** — 5 min
  Wipe light switches, door handles and faucet knobs with a diluted bleach solution after cleaning with soap.
  > Rinse surfaces before applying bleach solution and let it sit a few minutes before wiping dry.
- [ ] **Mop bathroom floor** — 8 min
  Sweep up hair and debris, then mop with warm water and a floor cleaner.

Living room — 49 min

- [ ] **Dust shelves and surfaces** — 10 min
  Use a dry microfiber cloth to wipe shelves, picture frames and decor from top to bottom.
- [ ] **Clean TV and computer screens** — 3 min
  Wipe with a dry microfiber cloth, using it slightly damp only if smudges remain.
  > Avoid spraying liquid cleaner directly on screens.
- [ ] **Vacuum upholstery** — 10 min
  Use the upholstery attachment to remove dust and debris from couches and cushions.
- [ ] **Wipe down remote controls and switches** — 4 min
  Use a cloth lightly dampened with diluted dish soap, then dry with a separate cloth.
- [ ] **Clean windows and glass doors** — 10 min
  Spray with diluted vinegar and wipe with a microfiber cloth for a streak-free shine.
- [ ] **Vacuum and spot-clean carpet or rug** — 12 min
  Vacuum thoroughly, then treat visible stains with a carpet cleaner suited to the fiber type.

Bedroom — 46 min

- [ ] **Strip and wash bedding** — 5 min
  Remove sheets and pillowcases and wash them in the washing machine on a warm setting.
- [ ] **Dust furniture surfaces** — 8 min
  Wipe dressers, nightstands and headboards with a dry microfiber cloth.
- [ ] **Clean mirrors and glass surfaces** — 5 min
  Spray diluted vinegar and wipe with a lint-free cloth.
- [ ] **Organize closet** — 15 min
  Sort clothing, fold or hang items, and remove anything to donate or discard.
- [ ] **Vacuum floor and under bed** — 10 min
  Move light furniture if possible and vacuum thoroughly, including corners and under the bed.
- [ ] **Wipe light switches and door handles** — 3 min
  Clean with a cloth dampened in diluted dish soap and water.

Entryway and general areas — 45 min

- [ ] **Sort and remove clutter** — 10 min
  Collect mail, shoes and misplaced items and return them to their proper spots.
- [ ] **Wipe down door and frame** — 5 min
  Clean with a cloth dampened in diluted dish soap, focusing on handles and frequently touched areas.
- [ ] **Clean light fixtures** — 8 min
  Dust with a dry microfiber cloth, or a slightly damp one for stuck-on dust.
  > Turn off the fixture and let bulbs cool before cleaning.
- [ ] **Empty trash bins** — 5 min
  Remove all trash bags, tie them, and replace with a fresh liner in each bin.
- [ ] **Vacuum entry rug and floor** — 7 min
  Vacuum thoroughly to remove tracked-in dirt and debris.
- [ ] **Final walk-through check** — 10 min
  Walk through each room to confirm surfaces are clean, floors are dry and trash is out.