

# Milky's Way

## Daily Cleaning Checklist

This daily checklist is designed to keep the home manageable without feeling overwhelming. Focus on quick resets, high-use areas, and simple habits that make regular cleaning easier.

### Daily Home Reset

- Make beds
- Open blinds or curtains and do a quick room reset
- Put away clothes, shoes, and items left out
- Return misplaced items to their proper rooms
- Wipe obvious smudges or spills as they happen
- Empty small trash bins if full

### Kitchen

- Clear and wipe kitchen counters
- Wash dishes or load and run dishwasher
- Put clean dishes away
- Wipe stovetop after cooking
- Wipe dining table or eating area
- Clean sink and rinse away food debris
- Sweep or spot-clean the kitchen floor if needed

### Bathrooms

- Wipe sink and faucet quickly
- Wipe bathroom counter if needed
- Hang towels neatly to dry
- Do a quick toilet check and wipe seat if needed
- Put toiletries back in place

### Living Areas

- Fold blankets and straighten cushions
- Clear coffee tables, side tables, and visible clutter
- Do a quick sweep or vacuum of obvious crumbs, dirt, or pet hair if needed

## End-of-Day Reset

- Put away anything left on floors
- Check entryway and tidy shoes, bags, and coats
- Do one 5- to 10-minute tidy before bed