First thing to do b/c it takes the longest

Wash all white towels Wash all kitchen towels Wash all sheets and pillow cases

While that stuff is washing and drying:

Bathrooms

Hang white towels back in bathrooms.

Wipe down counters, sinks in all bathrooms, mirrors, quick swish and wipe down of toilet.

Empty trash cans

Put in new can liners

Add toilet paper (in garage on top of deep freeze) if there isn't at least two extra rolls in each bathroom.

Look in bathtub and shower, make sure there is no empty shampoo/conditioner containers and throw away old bar of soap.

Put in new bar of soap and extra shampoo if available.

Bedrooms

Take off sheets (not the mattress liner) on each bed and wash. Put new white fitted sheet, flat sheet, and pillow cases on each pillow. Make beds, add decorative pillows. Spray with freshener if available. Dust end tables if needed. Vacuum floor Prop open both doors in master and office Empty Garbage cans (girls room and Levi's room) Put in new liners in garbage cans Open the blinds and curtains

<u>Kitchen</u>

Unload dishwasher Load any dishes and run dishwasher or wash by hand if only one or two dishes Wipe down counters Sweep or vacuum floor Check fridge and throw away anything that looks gross Sweep floor in pantry if needed Put away all clean kitchen towels in drawer Make sure there are paper towels under the sink Take out trash and put in new liner

Downstairs in general

Vacuum floors Mop if needed (sticky or gross looking, otherwise should still be okay) Wipe down sliding glass door if needed Dust spray the dining room table and coffee table so it is shiny Open windows to air out if it is smelly Spray fresheners on fabrics where needed Open blinds

<u>Office</u>

Take out trash Wipe down surfaces if needed Vacuum if needed

Laundry room

Make sure all laundry is washed and dried and out of laundry room. Laundry can be washed somewhere else if needed. Vacuum and wipe down any surfaces

Front porch

Sweep if needed Wipe windows if needed

Extra bonus points ;)

Set out some coffee kuerig containers and a couple of mugs Make sure living flowers don't look dead. Take them to yard waste it needed and put away vase.

Bake a dozen of the refrigerated dough in fridge to put on the counter next to the mugs. Set out the Houseguide welcome book and make it look cute and inviting if possible.

Don't deadbolt the door, it locks automatically.

Thank you!