

Kitchen

GTSM

Giveaway, Trash, Store, Move

Inner

- o Clean Dishwasher
- o Clean oven
- o Clean microwave
- o Empty cabinets 1 @ a time
- o GTSM* cabinet items
- o Wipe out cabinets
- o Replace cabinet items
- o Empty drawers 1 @ a time
- o GTSM* drawer contents
- o Wipe out drawers
- o Replace drawer items
- o Deodorize garbage disposal
- o Clean out fridge *GTSM
- o Wipe shelves in fridge
- o Put liners on shelves
- o Replace food

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Outer

- o Dust ceiling fixtures
- o Wash dirty dishes
- o Remove everything from
- counters
- o Clean counters
- o Replace only what is used daily
- **GTSM***
- o Clean Stovetop
- o Clean other small applic
- o Wipe down cabinets
- o Clean walls & baseboards
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Living Room & Bath

GTSM

Giveaway, Trash, Store, Move

Living Room

- o Dust ceiling fans
- o Vacuum ceiling cobwebs
- o Wash/Vacuum curtains
- o Dust blinds
- o Clean windows
- o Wash blankets & throw pillows
- o Replace light bulbs
- o *GTSM room
- o Wipe down/vacuum furniture
- o Dust shelves & pictures
- o Replace old pictures with new ones
- o Clean tables
- o Move furniture & clean under
- o Vacuum entire room

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Bathroom

- o *GTSM first
- o Clean shower top to bottom
- o Clean toilet
- o Clean sink & counters
- o Clean out cabinets
- o Take off fan cover & clean
- o Clean walls & baseboards
- o Replace light bulbs
- o Sweep & Mop floors
- o Hang clean towels
- o Stock toilet paper, hand soap & toiletries

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Bedrooms

GTSM

Giveaway, Trash, Store, Move

Master

- o Dust ceiling fans
- o Vacuum ceiling cobwebs
- o Wash/Vacuum curtains
- o Dust blinds
- o Clean windows
- o Wash bedding
- o Replace light bulbs
- o *GTSM room
- o Organize drawers
- o Replace batt smoke detectors
- o Dust furniture, shelves, pictures
- o Move furniture & clean under
- o Vacuum entire room

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Kids/Spare

- o Dust ceiling fans
- o Vacuum ceiling cobwebs
- o Wash/Vacuum curtains
- o Dust blinds
- o Clean windows
- o Wash bedding
- o Replace light bulbs
- o *GTSM room
- o Organize toys
- o Organize drawers
- o Replace batt smoke detectors
- o Dust furniture, shelves, pictures
- o Move furniture & clean under
- o Vacuum entire room

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Office/Bonus Room

GTSM

Giveaway, Trash, Store, Move

Office

- o Dust ceiling fans
- o Vacuum ceiling cobwebs
- o Wash/Vacuum curtains
- o Dust blinds
- o Clean windows
- o Replace light bulbs
- o *GTSM room
- o File or shred papers
- o Organize drawers
- o Clean computer tower, monitor, and keyboard
- o Back up your computer & delete unwanted files
- o Dust furniture, shelves, pictures
- o Move furniture & clean under
- o Vacuum entire room
- o Replace batt smoke detectors & bulbs

Bonus Room

- o Dust ceiling fans
- o Vacuum ceiling cobwebs
- o Wash/Vacuum curtains
- o Dust blinds
- o Clean windows
- o Replace light bulbs
- o *GTSM room
- o Organize drawers
- o Replace batt smoke detectors
- o Dust furniture, shelves, pictures
- o Move furniture & clean under
- o Vacuum entire room
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Laundry & Cleaning

GTSM

Giveaway, Trash, Store, Move

Laundry Room

- o Fold & put away clothes
- o Vacuum ceiling cobwebs
- o *GTSM room
- o Clean out dryer vent & hose
- o Wash out washer
- o Wipe down washer & dryer
- o Clean hampers
- o Replace light bulbs
- o Sweep and mop floors
- o Replace batt smoke detectors
- o Clean hampers
- o Dust furniture, shelves, pictures
- o Move furniture & clean under
- o Vacuum entire room

Cleaning Cabinets

- o Take everything out
- o Throw away expired & empty containers
- o Wipe down shelves
- o Replace cleaners
- o Buy or prepare fresh cleaners
- o Replace filters around house
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Storage

GTSM

Giveaway, Trash, Store, Move

Garage

- o *GTSM room
- o Replace light bulbs
- o Replace batt smoke detectors
- o Take out trash
- o Sweep & ckeab floor

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Closets

- o *GTSM room
- o Organize shelves
- o Hang all clothes (hangers facing backwards)
- o Throw away broken hangers
- o Vacuum

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Purse & Car

GTSM

Giveaway, Trash, Store, Move

Purse

- o Dump the purse out
- o *GTSM
- o Wipe clean, or replace with new one
- o Only put back what you need
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Car

- o Get all things out of the car and put into a tub or basket
- o *GTSM
- o Vacuum dash, console, doors & any other hard surfaces
- o Wipe down all hard surfaces
- o Vacuum & wipe down seats
- o Vacuum carpets
- o Vacuum floors & trunk
- o Clean interior windows & mirrors
- o Replace only necessities back into car (GTSM)
- o Add air freshener
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