

MONTHLY CLEANING SCHEDULE

Month: _____ Year: _____

TASK DESCRIPTION	ASSIGNED TO	FREQ.	WEEKLY PROGRESS
Kitchen Countertops & Sink		Daily	
Sweep & Mop Common Floors		Weekly	
Bathroom Toilet & Shower		Weekly	
Take Out Trash & Recycling		Bi-Weekly	
Fridge Cleanout (Old Food)		Monthly	
Dust Surfaces & Blinds		Monthly	
Vacuum Rugs & Carpets		Weekly	

NOTES & SUPPLIES NEEDED