

WEEKLY RESET CHECKLIST

WEEK OF: _____ GOAL: _____

KITCHEN & PANTRY

- Clear fridge of expired items
- Wipe down countertops & stovetop
- Sanitize sink and handles
- Run/Empty dishwasher
- Plan meals for upcoming week

LIVING SPACES

- Declutter flat surfaces
- Fluff pillows and fold throws
- Dust electronics and shelves
- Vacuum/Mop high traffic areas

BED & BATH

- Fresh linens and towels
- Clean mirrors and glass
- Scrub toilet and shower
- Laundry: Wash, Dry, Fold
- Empty all trash bins

PERSONAL ADMIN

- Clear email inbox (Zero)
- Review calendar & appointments
- Organize digital files/desktop
- Budget review & bill pay

NOTES & NEXT WEEK PRIORITIES