

DAILY LAUNDRY FOLDING CHART

Date: _____ Load ID: _____

DONE	CATEGORY	TASK DESCRIPTION
	Tops	Shirts, Blouses, T-shirts
	Bottoms	Pants, Jeans, Shorts, Skirts
	Intimates	Underwear, Socks (matched), Sleepwear
	Linens	Towels, Washcloths, Pillowcases
	Hanging	Dresses, Coats, Formal Wear
	Distribution	Sorted into individual baskets/rooms

SPECIAL INSTRUCTIONS / REPAIRS NEEDED: