Winter

DEEP CLEANING CHECKLIST

ONE BIG JOB A WEEK, DECEMBER TO FEBRUARY

1 AIR FILTER — ☐ DONE

- ☐ Read the size on the old filter's edge
- ☐ Turn the heat off first
- ☐ Slide the new one in, arrow the way the air flows
- ☐ Write the date on its frame

2 OVEN — ☐ DONE

- ☐ Read the manual first
- ☐ Soak the racks in hot, soapy water
- ☐ Clean inside as the manual or label says
- ☐ Wipe it out; clean the door glass

3 WASHER — ☐ DONE

- ☐ Run its clean cycle, if it has one
- ☐ Wipe the door seal or the lid rim
- ☐ Rinse out the detergent drawer
- ☐ Leave the door open to dry

4 KITCHEN CABINETS — ☐ DONE

- ☐ Empty one shelf at a time
- ☐ Toss expired food and spices
- ☐ Wipe the shelf, then the door
- ☐ Put what you use most up front

5 COAT CLOSET — ☐ DONE

- ☐ Take everything out
- ☐ Pass on what nobody wore last winter
- ☐ Wipe the shelf and the floor
- ☐ Hats, gloves and scarves in one bin

6 RANGE HOOD FILTER — ☐ DONE

- ☐ Check the manual: wash or replace
- ☐ Soak a metal filter in hot, soapy water
- ☐ Let it dry fully before it goes back
- ☐ Wipe the hood, inside and out

7 VENT COVERS — ☐ DONE

- ☐ Lift off the floor and wall covers
- ☐ Wash them in soapy water; dry well
- ☐ Vacuum inside as far as you can reach
- ☐ Put each one back

8 MATTRESS — ☐ DONE

- ☐ Strip the bed; wash the bedding
- ☐ Vacuum the top and the sides
- ☐ Turn it if the maker says to
- ☐ Make the bed with clean sheets

ALL WINTER Test the smoke alarms — ○ DEC ○ JAN ○ FEB

YOUR WINTER JOBS

- ☐ _____
- ☐ _____
- ☐ _____

HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

One big job a week, all winter.

ORDERLY WEEK

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Winter

DEEP CLEANING CHECKLIST

EIGHT JOBS, ONE A WEEK: WRITE THE WEEK, TICK IT DONE

THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		☐	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		☐	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

◆ HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

One big job a week, all winter.

ORDERLY WEEK

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Winter
DEEP CLEANING CHECKLIST

Eight jobs, one a week: write the week, tick it done

THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		☐	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		☐	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

◆ HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

One big job a week, all winter. ORDERLY WEEK

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ONE BIG JOB A WEEK, DECEMBER TO FEBRUARY

WINTER DEEP CLEANING *Checklist*



1 AIR FILTER — ☐ DONE

- ☐ Read the size on the old filter's edge
- ☐ Turn the heat off first
- ☐ Slide the new one in, arrow the way the air flows
- ☐ Write the date on its frame



2 OVEN — ☐ DONE

- ☐ Read the manual first
- ☐ Soak the racks in hot, soapy water
- ☐ Clean inside as the manual or label says
- ☐ Wipe it out; clean the door glass



3 WASHER — ☐ DONE

- ☐ Run its clean cycle, if it has one
- ☐ Wipe the door seal or the lid rim
- ☐ Rinse out the detergent drawer
- ☐ Leave the door open to dry



4 KITCHEN CABINETS — ☐ DONE

- ☐ Empty one shelf at a time
- ☐ Toss expired food and spices
- ☐ Wipe the shelf, then the door
- ☐ Put what you use most up front



5 COAT CLOSET — ☐ DONE

- ☐ Take everything out
- ☐ Pass on what nobody wore last winter
- ☐ Wipe the shelf and the floor
- ☐ Hats, gloves and scarves in one bin



6 RANGE HOOD FILTER — ☐ DONE

- ☐ Check the manual: wash or replace
- ☐ Soak a metal filter in hot, soapy water
- ☐ Let it dry fully before it goes back
- ☐ Wipe the hood, inside and out



7 VENT COVERS — ☐ DONE

- ☐ Lift off the floor and wall covers
- ☐ Wash them in soapy water; dry well
- ☐ Vacuum inside as far as you can reach
- ☐ Put each one back



8 MATTRESS — ☐ DONE

- ☐ Strip the bed; wash the bedding
- ☐ Vacuum the top and the sides
- ☐ Turn it if the maker says to
- ☐ Make the bed with clean sheets

ALL WINTER Test the smoke alarms — ◯ DEC ◯ JAN ◯ FEB

YOUR WINTER JOBS

- ☐ _____
- ☐ _____
- ☐ _____

◆ HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

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Bit by Bit, No Marathon
Winter Deep Cleaning
CHECKLIST

THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		☐	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		☐	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

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Done in Eight Weeks

WINTER

DEEP CLEANING CHECKLIST



1 AIR FILTER — ○ DONE

- ○ Read the size on the old filter's edge
- ○ Turn the heat off first
- ○ Slide the new one in, arrow the way the air flows
- ○ Write the date on its frame

2 OVEN — ○ DONE

- ○ Read the manual first
- ○ Soak the racks in hot, soapy water
- ○ Clean inside as the manual or label says
- ○ Wipe it out; clean the door glass

3 WASHER — ○ DONE

- ○ Run its clean cycle, if it has one
- ○ Wipe the door seal or the lid rim
- ○ Rinse out the detergent drawer
- ○ Leave the door open to dry

4 KITCHEN CABINETS — ○ DONE

- ○ Empty one shelf at a time
- ○ Toss expired food and spices
- ○ Wipe the shelf, then the door
- ○ Put what you use most up front

5 COAT CLOSET — ○ DONE

- ○ Take everything out
- ○ Pass on what nobody wore last winter
- ○ Wipe the shelf and the floor
- ○ Hats, gloves and scarves in one bin

6 RANGE HOOD FILTER — ○ DONE

- ○ Check the manual: wash or replace
- ○ Soak a metal filter in hot, soapy water
- ○ Let it dry fully before it goes back
- ○ Wipe the hood, inside and out

7 VENT COVERS — ○ DONE

- ○ Lift off the floor and wall covers
- ○ Wash them in soapy water; dry well
- ○ Vacuum inside as far as you can reach
- ○ Put each one back

8 MATTRESS — ○ DONE

- ○ Strip the bed; wash the bedding
- ○ Vacuum the top and the sides
- ○ Turn it if the maker says to
- ○ Make the bed with clean sheets

ALL WINTER Test the smoke alarms — ○ DEC ○ JAN ○ FEB

YOUR WINTER JOBS

- ○ _____
- ○ _____
- ○ _____

◆ HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

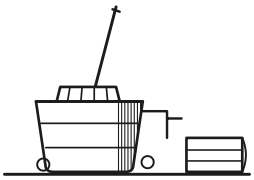
Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

One big job a week, all winter.

ORDERLY WEEK

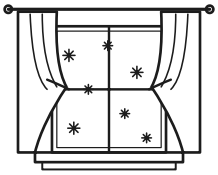
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WINTER

DEEP CLEANING CHECKLIST



Eight jobs, one a week: write the week, tick it done

THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		☐	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		☐	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

One big job a week, all winter.

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Winter

DEEP CLEANING CHECKLIST

One big job a week, December to February

One big job a week, all winter.

1 Air filter



- [ ] Read the size on the old filter's edge
- [ ] Slide the new one in, arrow the way the air flows
- [ ] Turn the heat off first
- [ ] Write the date on its frame

2 Oven



- [ ] Read the manual first
- [ ] Clean inside as the manual or label says
- [ ] Soak the racks in hot, soapy water
- [ ] Wipe it out; clean the door glass

3 Washer



- [ ] Run its clean cycle, if it has one
- [ ] Rinse out the detergent drawer
- [ ] Wipe the door seal or the lid rim
- [ ] Leave the door open to dry

4 Kitchen cabinets



- [ ] Empty one shelf at a time
- [ ] Wipe the shelf, then the door
- [ ] Toss expired food and spices
- [ ] Put what you use most up front

5 Coat closet



- [ ] Take everything out
- [ ] Wipe the shelf and the floor
- [ ] Pass on what nobody wore last winter
- [ ] Hats, gloves and scarves in one bin

6 Range hood filter



- [ ] Check the manual: wash or replace
- [ ] Let it dry fully before it goes back
- [ ] Soak a metal filter in hot, soapy water
- [ ] Wipe the hood, inside and out

7 Vent covers



- [ ] Lift off the floor and wall covers
- [ ] Vacuum inside as far as you can reach
- [ ] Wash them in soapy water; dry well
- [ ] Put each one back

8 Mattress



- [ ] Strip the bed; wash the bedding
- [ ] Turn it if the maker says to
- [ ] Vacuum the top and the sides
- [ ] Make the bed with clean sheets

ALL WINTER Test the smoke alarms ◯ DEC ◯ JAN ◯ FEB

HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

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WINTER DEEP CLEANING *Checklist*

ONE BIG JOB A WEEK, DECEMBER TO FEBRUARY

1 AIR FILTER — ☐ DONE

- ○ Read the size on the old filter's edge
- ○ Turn the heat off first
- ○ Slide the new one in, arrow the way the air flows
- ○ Write the date on its frame

2 OVEN — ☐ DONE

- ○ Read the manual first
- ○ Soak the racks in hot, soapy water
- ○ Clean inside as the manual or label says
- ○ Wipe it out; clean the door glass

3 WASHER — ☐ DONE

- ○ Run its clean cycle, if it has one
- ○ Wipe the door seal or the lid rim
- ○ Rinse out the detergent drawer
- ○ Leave the door open to dry

4 KITCHEN CABINETS — ☐ DONE

- ○ Empty one shelf at a time
- ○ Toss expired food and spices
- ○ Wipe the shelf, then the door
- ○ Put what you use most up front

5 COAT CLOSET — ☐ DONE

- ○ Take everything out
- ○ Pass on what nobody wore last winter
- ○ Wipe the shelf and the floor
- ○ Hats, gloves and scarves in one bin

6 RANGE HOOD FILTER — ☐ DONE

- ○ Check the manual: wash or replace
- ○ Soak a metal filter in hot, soapy water
- ○ Let it dry fully before it goes back
- ○ Wipe the hood, inside and out

7 VENT COVERS — ☐ DONE

- ○ Lift off the floor and wall covers
- ○ Wash them in soapy water; dry well
- ○ Vacuum inside as far as you can reach
- ○ Put each one back

8 MATTRESS — ☐ DONE

- ○ Strip the bed; wash the bedding
- ○ Vacuum the top and the sides
- ○ Turn it if the maker says to
- ○ Make the bed with clean sheets

ALL WINTER — Test the smoke alarms

○ DEC ○ JAN ○ FEB

YOUR WINTER JOBS

- ○ _____
- ○ _____
- ○ _____

HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

One big job a week, all winter.

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Winter
DEEP CLEANING CHECKLIST

Oven to Mattress, Done by Spring

THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		☐	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		☐	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

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ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

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Your Whole Winter, Planned

EIGHT JOBS, ONE A WEEK:
WRITE THE WEEK, TICK IT DONE

WINTER

Deep Cleaning Checklist

1 Air filter

- Read the size on the old filter's edge
- Turn the heat off first
- Slide the new one in, arrow the way the air flows
- Write the date on its frame

WEEK OF _____ DONE ☐

2 Oven

- Read the manual first
- Soak the racks in hot, soapy water
- Clean inside as the manual or label says
- Wipe it out; clean the door glass

WEEK OF _____ DONE ☐

3 Washer

- Run its clean cycle, if it has one
- Wipe the door seal or the lid rim
- Rinse out the detergent drawer
- Leave the door open to dry

WEEK OF _____ DONE ☐

4 Kitchen cabinets

- Empty one shelf at a time
- Toss expired food and spices
- Wipe the shelf, then the door
- Put what you use most up front

WEEK OF _____ DONE ☐

5 Coat closet

- Take everything out
- Pass on what nobody wore last winter
- Wipe the shelf and the floor
- Hats, gloves and scarves in one bin

WEEK OF _____ DONE ☐

6 Range hood filter

- Check the manual: wash or replace
- Soak a metal filter in hot, soapy water
- Let it dry fully before it goes back
- Wipe the hood, inside and out

WEEK OF _____ DONE ☐

7 Vent covers

- Lift off the floor and wall covers
- Wash them in soapy water; dry well
- Vacuum inside as far as you can reach
- Put each one back

WEEK OF _____ DONE ☐

8 Mattress

- Strip the bed; wash the bedding
- Vacuum the top and the sides
- Turn it if the maker says to
- Make the bed with clean sheets

WEEK OF _____ DONE ☐

◆ HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

One big job a week, all winter.

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EIGHT JOBS, ONE A WEEK:
WRITE THE WEEK, TICK IT DONE

Winter Deep Cleaning Checklist



THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		☐	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		☐	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		☐	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		☐	
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7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		☐	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		☐	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		☐	
		☐	
		☐	

HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	☐	☐	☐

One big job a week, all winter.

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ONE BIG JOB A WEEK, DECEMBER TO FEBRUARY

WINTER DEEP CLEANING

CHECKLIST

1 AIR FILTER

- ○ Read the size on the old filter's edge
- ○ Slide the new one in, arrow the way the air flows
- ○ Turn the heat off first
- ○ Write the date on its frame



2 OVEN

- ○ Read the manual first
- ○ Clean inside as the manual or label says
- ○ Soak the racks in hot, soapy water
- ○ Wipe it out; clean the door glass



3 WASHER

- ○ Run its clean cycle, if it has one
- ○ Rinse out the detergent drawer
- ○ Wipe the door seal or the lid rim
- ○ Leave the door open to dry



4 KITCHEN CABINETS

- ○ Empty one shelf at a time
- ○ Wipe the shelf, then the door
- ○ Toss expired food and spices
- ○ Put what you use most up front



5 COAT CLOSET

- ○ Take everything out
- ○ Wipe the shelf and the floor
- ○ Pass on what nobody wore last winter
- ○ Hats, gloves and scarves in one bin



6 RANGE HOOD FILTER

- ○ Check the manual: wash or replace
- ○ Let it dry fully before it goes back
- ○ Soak a metal filter in hot, soapy water
- ○ Wipe the hood, inside and out



7 VENT COVERS

- ○ Lift off the floor and wall covers
- ○ Vacuum inside as far as you can reach
- ○ Wash them in soapy water; dry well
- ○ Put each one back



8 MATTRESS

- ○ Strip the bed; wash the bedding
- ○ Turn it if the maker says to
- ○ Vacuum the top and the sides
- ○ Make the bed with clean sheets



ALL WINTER Test the smoke alarms ○ DEC ○ JAN ○ FEB

HOW TO USE

Start at your next Weekly Reset: take one box a week, as one of that week's three must-dos. Box 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

One big job a week, all winter.

ORDERLY WEEK

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WINTER

DEEP CLEANING CHECKLIST

Eight jobs, one a week: write the week, tick it done



THE EIGHT JOBS

		WEEK OF	DONE	NOTE
1	**Air filter** Read the size on the old filter's edge · Turn the heat off first · Slide the new one in, arrow the way the air flows · Write the date on its frame		○	
2	**Oven** Read the manual first · Soak the racks in hot, soapy water · Clean inside as the manual or label says · Wipe it out; clean the door glass		○	
3	**Washer** Run its clean cycle, if it has one · Wipe the door seal or the lid rim · Rinse out the detergent drawer · Leave the door open to dry		○	
4	**Kitchen cabinets** Empty one shelf at a time · Toss expired food and spices · Wipe the shelf, then the door · Put what you use most up front		○	
5	**Coat closet** Take everything out · Pass on what nobody wore last winter · Wipe the shelf and the floor · Hats, gloves and scarves in one bin		○	
6	**Range hood filter** Check the manual: wash or replace · Soak a metal filter in hot, soapy water · Let it dry fully before it goes back · Wipe the hood, inside and out		○	
7	**Vent covers** Lift off the floor and wall covers · Wash them in soapy water; dry well · Vacuum inside as far as you can reach · Put each one back		○	
8	**Mattress** Strip the bed; wash the bedding · Vacuum the top and the sides · Turn it if the maker says to · Make the bed with clean sheets		○	

YOUR WINTER JOBS

	WEEK OF	DONE	NOTE
		○	
		○	
		○	

◆ HOW TO USE

Start at your next Weekly Reset: take one job a week, as one of that week's three must-dos. Job 1 goes first. Missed a week? Leave it unticked; it takes an open week later.

Use each cleaner as its label says; never mix two products. If a maker's guide says to do a job more often, follow the guide.

ALL WINTER

	DEC	JAN	FEB
Test the smoke alarms	○	○	○

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