

Declutter, Organize & Clean Your Home

A place for everything, and everything in its place.

This cleaning, organizing and decluttering checklist was created for you by Dana of LivingWithDana.com.

The Living Room

1. General Cleaning

- Dust all surfaces (tables, shelves, TV stand, etc.)
- Wipe down electronics (TV, remote, speakers)
- Vacuum or sweep the floors (including under furniture)
- Clean and fluff throw pillows and cushions
- Clean light fixtures and lamps
- Wipe down baseboards and moldings
- Clean windows and glass (remove fingerprints and dust)
- Sanitize high-touch areas (door handles, light switches)

2. Deep Cleaning

- **Furniture:** Vacuum or clean upholstery, spot clean stains
- **Rugs:** Shake out or vacuum thoroughly
- **Curtains:** Dust or wash if needed
- **Air Vents:** Vacuum or wipe vents to remove dust
- **Entertainment Center:** Organize DVDs, books, and gadgets

3. Organizing

- Organize coffee table, side tables, and shelves (declutter)
- Arrange throw blankets neatly
- Store remotes in one place (tray or holder)
- Sort through magazines and papers, recycle old ones
- Organize books or decorative items on shelves

4. Maintaining Cleanliness

- Set up a cleaning schedule (weekly and deep clean monthly)
- Tidy up after each use (return items to their proper place)
- Regularly remove any clutter from the space

