# Introduction

The following template should be tailored by the individual farm to best suit the operation’s needs. It was adapted from Kansas State University Cooperative Extension.

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# cleaning Schedule

*This suggested cleaning schedule can help farm housing occupants plan.*

|  |  |  |  |
| --- | --- | --- | --- |
| DAILY TASKS | WEEKLY TASKS | OCCASIONAL CHORES | SEASONAL CHORES |
| **Kitchen** |
| * Wash dishes
* Wipe countertops
* Wipe out sink
* Empty garbage
* Sweep floor
 | * Dispose of leftover food
* Mop floor
* Clean garbage pail
* Wipe out microwave
 | * Clean drip pans on range
* Clean oven
* Defrost and clean refrigerator
* Wash walls and woodwork
 | * Clean cupboards
* Scrub floors
 |
| **Bathroom** |
| * Wipe our sink and tub
* Replace soiled towels
* Empty waste baskets
 | * Wash floor
* Launder towels
* Clean toilet bowl
* Wipe tile surfaces
* Clean mirrors
* Clean sink, shower and tub
 | * Wash bath mat
* Wipe walls and woodwork
 | * Clean closets
 |
| **Living Room** |
| * Clean ash trays
* Dispose of papers
* Straighten magazines, DVDs, CDs and throw pillows
 | * Vacuum rugs and furniture
* Vacuum or dust floors
* Dust furniture, lamps and accessories
 | * Shampoo rugs and furniture
* Wipe lamp shades
* Move and clean under furniture
* Wash windows and curtains
* Dust books and pictures
 | * Clean closets
* Clean screens or storm windows
* Wax floors
* Wipe walls and woodwork
* Scrub floors
 |
| **Bedrooms** |
| * Put away clothes
 | * Launder bed linens
* Vacuum and dust
 | * Turn mattresses
* Wash mattress covers and pad
* Wash pillows
* Wipe walls and woodwork
 | * Wash or dry clean blankets and spread
* Organize closets
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