## A QUICK

 Living RoomFLUFF PILLOWS
PICK UPTOYS
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REMOVE UNNECESSARY ITEMS OFF OF DECORATIVE TABLES
FOLD BLANKETS AND PUT AWAY
PICK UP ANYTHING FROM THE FLOOR THAT SHOULDN'T BE THERE

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 REMOVE UNNECESSARY ITEMS OFF OF DINNG TABLE ARRANGE TABLESCAPE TO BE PRESENTABLEPUT DISHES INSINK/DISHWASHER
REMOVE UNNECESSARY ITEMS FROM BUFFET TABLE OR CHINA HUTCH
PICK UP ITEMS OFF THE FLOOR

## Kitchen

EMPTY DISHWASHER/RELOAD
REMOVE CLUTTER FROM COUNTER
GET RID OF "CATCH ALL" AREA
QUICKLY WIPE DOWN COUNTER TOPS
PUT FOOD ITEMS IN CABINETS/PANTRY
THROW AWAY SCATTERED TRASH
CHANGE TRASH BAG

PICK UP ALL TOYS AND PUT IN STORAGE BIN
THROW AWAY TRASH SCATTERED BY CHILDREN
FLUFF PILLOWS ON COUCH/CHAIR
ARRANGE STUFFED ANIMALS
REPOSITION FURNITURE THAT HAS BEEN MOVED BY

CHILDREN

MAKE A QUICK SWISH AROUND THE TOLLET WITH SCRUBBER
PICK UP TRASH FROM FLOOR/SIINK AREA
PUT CLUTTERING ITEMS IN
CABINETS/DRAWERS/UNDER THE SINK
PROPERLY HANG HAND TOWELS ON RACK

## Bedroom

MAKE BED
ARRANGE PILLOWS
PICK UP CLOTHES FROM FLOOR
PUT AWAY TOYS FROM FLOOR
PUT SMALL, LOOSE ITEMS IN NIGHT STAND
PUT AWAY SHOES, CLOTHES OR STRAY ITEMS

