



## CastAway the Clutter! Spring Clean & Organize Checklist

Spring is the perfect time to get organized and clean those areas that we never get to during our regular cleanings. Pick one or two chores a day to avoid feeling overwhelmed! Happy Spring Cleaning!

	<b>WINDOWS</b>	Wash windows, inside and out.
	<b>CEILINGS</b>	Use a long handled duster to dust cobwebs from ceilings and ceiling fans.
	<b>WALLS</b>	Wash walls.
	<b>DRAPES</b>	Vacuum heavy drapes or remove to machine wash or dry clean.
	<b>BLINDS</b>	Wipe dust from mini blinds.
	<b>BASEBOARDS</b>	Move furniture away from walls to vacuum baseboards.
	<b>SOFAS</b>	Vacuum sofas and chairs thoroughly. Remove pillows and flip.
	<b>BEDS</b>	Strip beds, vacuum mattresses and rotate and flip, if necessary.
	<b>RUGS</b>	Machine wash or steam clean rugs and carpets.
	<b>FILTERS &amp; REGISTERS</b>	Clean or replace air conditioning and furnace filters. Vacuum floor and wall registers.
	<b>KITCHEN</b>	Thoroughly clean stove, refrigerator and oven.
	<b>OUTDOORS</b>	Sweep and dust outdoor decks, sunroom, patios and porches.
	<b>CLOSETS</b>	Go through closets. Purge, donate and store off-season clothing. Include moth repellents in storage containers and wardrobes.
	<b>BATH</b>	Clean shower curtains liners or replace.