

Dining room checklist

DONE	Daily cleaning—dining room
	Pick up and remove dishes from table after meals
	Wipe down tables after meals, pay attention to ledge and seats
	Sweep floors/steam as needed

DONE	Weekly cleaning—dining room
	Dust table and benches

DONE	Monthly cleaning—dining room
	Wipe walls, moulding, window trim
	Dust any light fixtures
	Wipe table legs and chair legs
	Clean floor thoroughly—vacuum corners, scrub floors
	Wash windows
	Dust /wash any window treatments