

# MASTER CHECKLIST

## *weekly*

### living room

- floor
- windows
- dust surfaces
- declutter
- rug
- \_\_\_\_\_

### kitchen

- floor
- cabinets
- windows & balcony door
- clean out fridge & freezer
- \_\_\_\_\_

### main bathroom

- countertop
- toilet
- tub
- mirror
- soap refill
- floor
- \_\_\_\_\_

### master bathroom

- countertop
- toilet
- shower
- mirror
- soap refill
- floor
- \_\_\_\_\_

### bedroom 1

- floor
- windows
- dust surfaces
- declutter
- \_\_\_\_\_

### bedroom 2

- floor
- windows
- dust surfaces
- declutter
- \_\_\_\_\_

### bedroom 3

- floor
- windows
- dust surfaces
- declutter
- \_\_\_\_\_

### master bedroom

- floor
- windows
- dust surfaces
- declutter
- \_\_\_\_\_

### front entry & hall

- floor
- dust surfaces
- declutter
- rugs
- \_\_\_\_\_

### backyard

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### laundry (not clothing)

- bedding
- towels
- \_\_\_\_\_

### finances

- balance accounts
- pay bills
- inventory cash
- update monthly budget
- \_\_\_\_\_
- \_\_\_\_\_

### food

- grocery shopping
- farmer's market shopping
- \_\_\_\_\_
- \_\_\_\_\_

### miscellaneous

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
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## *daily*

### basic upkeep cleaning

- make beds
- dishes
- kitchen counters
- clutter pick-up
- quick sweep living/dining
- quick sweep kitchen
- file away paperwork

## *monthly*

### organizing tasks

- organize pantry
- food inventory
- menu plan
- write budget
- organize bathroom stuff
- organize wardrobes

### other

- 
- 
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DAILY DOCKET | DATE :

scripture

Blank space for scripture.

\* today's MITs:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

what's for dinner?

notes:

Blank space for dinner notes.

WATER:



FOOD LOG:

WORK OUT:

Blank space for water, food log, and work out tracking.

blog and/or graphic design stuff:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
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Blank space for blog and graphic design tasks.

TODAY'S TO DO LIST

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today's general plan:

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misc. notes:

Blank space for miscellaneous notes.

DAILY DOCKET | DATE :

\* today's MITs:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

what's for dinner?

notes:

WATER:



FOOD LOG:

WORK OUT:

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TODAY'S TO DO LIST

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today's general plan:

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misc. notes:



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