

# A One-Size-Fits-All Checklist to Help You Prep for Guests

Whether you've got a single day or a month, your house will be ready.

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Guests arrive: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Start: \_\_\_\_ / \_\_\_\_ / \_\_\_\_



## Three (or More) Weeks To Go

- Get your HVAC maintained if it's overdue.
- If you have a self-cleaning oven, clean it now. An oven is most likely to break down during the cleaning cycle, so don't save this task for last.
- Replace any appliance on its last legs. You don't want your hot water to go out or a fridge on the fritz with a houseful of guests.
- Steam clean upholstery. (Or hire a pro. It's a big job.)
- Hire a handyman for those repairs you've been putting off.
- Check outdoor lighting. Replace old bulbs and call an electrician to address any bigger issues.





## Two Weeks To Go

Start: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

- Do a deep declutter. It'll make it easier to keep things clean.
- Dust ceiling fans, light fixtures, and high-up shelves.
- Wipe down baseboards.
- Clean out and organize the fridge.
- Wash windows to make the entire house feel brighter and cleaner.
- Toss washable shower curtains and drapes in the washing machine and re-hang.



## One Week To Go

Start: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

- Declutter.
- Vacuum and dust guest rooms. If they're low-traffic, the cleanliness should hold with just a quick wipe down right before they arrive.
- Wipe down walls.
- Wipe down kitchen and dining room chairs and tables, including the legs. You'd be surprised how grimy they get.
- Deep clean the entryway — and make room for your guests' stuff.

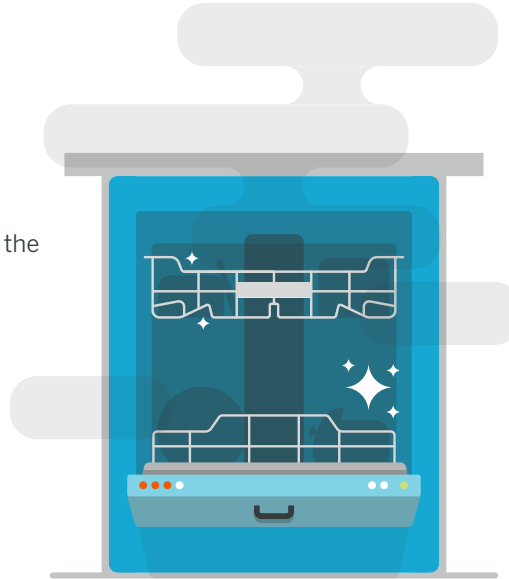




## 72 Hours to Go

Start: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

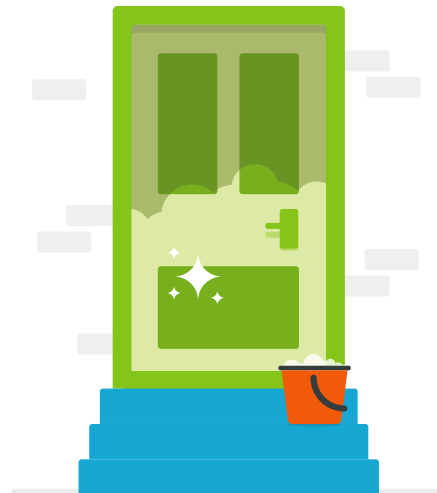
- Declutter.
- Focus on the kitchen.
  - Toss stove burners, drip pans, and knobs into the dishwasher for an easy deep clean.
  - Wash kitchen cabinet fronts.
  - Scrub the floor.
  - Clean and shine appliances.

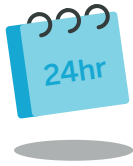


## 48 Hours to Go

Start: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

- Clean and sanitize garbage cans to banish mystery smells.
- Wipe down door knobs, faceplates, and light switches. They're germ magnets.
- Clean the front door.
- Deep clean the bathroom your guests will use.
- Wash guest towels and linens.





## 24 Hours to Go

Start: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

- Declutter.
- Wipe down bathrooms.
- Wipe down the kitchen.
- Do all the floors: mop, vacuum, sweep, etc.
- Add final touches to guest rooms and guest baths:
  - Make guest beds and set out clean towels.
  - Plug in night-lights.
  - Put out toiletries so they're easy to find.
  - Add a coffee or tea station.



- Get your favorite smell going, whether it's a scented candle, spices in water on the stove, or essential oils.
- Use rubber gloves to wipe off pet hair and dust from furniture. It works.
- Do the full red carpet: Sweep or shovel porch, steps, and outdoor walkways.