**Living Room Cleaning Schedule**

#### **Daily Cleaning Tasks**

| **Time** | **Task** | **Frequency** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| 8:00 AM | Dust all surfaces | Daily | [Name] | [Pending/Completed] |
| 8:30 AM | Vacuum carpets/rugs | Daily | [Name] | [Pending/Completed] |
| 9:00 AM | Clean windows/mirrors | Daily | [Name] | [Pending/Completed] |
| 9:30 AM | Organize pillows, cushions, and decorations | Daily | [Name] | [Pending/Completed] |
| 10:00 AM | Empty trash | Daily | [Name] | [Pending/Completed] |

#### **Weekly Cleaning Tasks**

| **Day** | **Task** | **Frequency** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| Monday | Wash and clean curtains/blinds | Weekly | [Name] | [Pending/Completed] |
| Wednesday | Deep clean sofa and cushions | Weekly | [Name] | [Pending/Completed] |
| Friday | Mop and disinfect floors | Weekly | [Name] | [Pending/Completed] |

#### **Monthly Cleaning Tasks**

| **Date** | **Task** | **Frequency** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| 1st | Clean light fixtures and ceiling fans | Monthly | [Name] | [Pending/Completed] |
| 15th | Wipe down walls and baseboards | Monthly | [Name] | [Pending/Completed] |
| 30th | Rearrange and declutter storage areas | Monthly | [Name] | [Pending/Completed] |