

Shared Living Space Cleaning Planner

Weekly Task Assignment

Area/Room	Tasks	Assigned To	Due Date	Completed
Living Room	Vacuum floor			
	Dust surfaces			
	Arrange pillows and cushions			
Kitchen	Wipe counters			
	Clean sink			
	Take out trash			
Bathroom	Scrub toilet			
	Mop floor			
	Replace towels			
Hallway	Sweep floor			
	Wipe mirrors			

Notes & Reminders

Type any notes or reminders here...