* **Exterior Front and Back**
* Remove cars from driveway
* Close all windows
* Sweep walkways
* Pick up leaves, sticks, branches
* Put toys, bicycles away
* Store seasonal décor
* Stow garden tools, supplies
* Remove all hoses
* Straighten and arrange deck furniture
* Clean pool area
* Turn off sprinkler’s night before
* **Interior: Main Areas**
* Remove personal items/photos
* Remove all visible clutter
* Open shades/blinds
* Replace burned out light bulbs
* Tidy up or put away all children’s toys
* Empty waste baskets
* Hide pet dishes/toys/beds
* Vacuum carpets
* Sweep hard floors
* Remove newspapers, mail
* Display attractive books
* Turn off televisions
* Turn on all lights
* **Interior: Kitchen**
* Remove all items from refrigerator door
* Store food in cabinets De-clutter counters, stove
* Stow small appliances
* Hide soaps, cleaning items
* Hide dish towels, sponges
* Clear sink of dishes
* Put away draining rack
* Organize items on open shelves
* Place bowl of fruit on counter
* **Interior: Dining Room**
* Straighten/push in dining chairs
* Add centerpiece, candles
* Set the table for dinner
* Add a vase of flowers
* Add a bottle of wine, glasses
* **Interior: Bedrooms**
* Make the beds
* Arrange decorative pillows
* Put away clothing, shoes
* Clean under the bed
* Clear surfaces of clutter
* **Interior: Bathrooms**
* Make the bathrooms sparkle
* Hang fresh towels
* Clear counters of toiletries
* Clean mirrors
* Clean toilet and close lid
* Remove all items from tub and shower