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## Spring-Cleaning Checklist

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- Clean Shades and Curtains**  
Take down window treatments. Dust slat blinds, and launder curtains and fabric shades: Either hand-wash and lightly steam in place, or send to a dry cleaner.
  
- Clean Refrigerator and Freezer**  
Unplug refrigerator; discard any items past their prime. Store food in a cooler, then wash fridge from top to bottom with warm, sudsy water. Add baking soda to water to deodorize surfaces.
  
- Clean Rugs, Carpets, and Floors**  
Vacuum rugs and carpets. Machine-wash or dry-clean area rugs (check label for manufacturer's directions), and shampoo wall-to-wall carpeting. Wash and wax floors.
  
- Clean Upholstered Furnishings**  
Take cushions outside and gently beat them by hand to remove dust. If there are stains, check the pieces for care labels. Use a vacuum's upholstery and crevice tools to clean under seat cushions.
  
- Dust Books and Shelves**  
Take everything off the shelves, and brush shelves and books with a feather duster. Use the dust-brush or a crevice tool on a vacuum to reach into tight spots. Wipe the spines of leather-bound books with a clean, soft cloth.
  
- Dust Your Home Thoroughly**  
This includes hard-to-reach places, such as the tops of ceiling fans and window casings. Always work from the top of a room down, vacuuming the dust that settles on the floor. Avoid using dusting sprays.

- Perform a Safety Check**  
Check smoke-detector batteries frequently; replace every six months. Test batteries in carbon-monoxide detectors and flashlights; inspect pressure gauges on fire extinguishers.
  
- Renew Mattresses and Cushions**  
Vacuum mattresses and box springs. Rotate and flip mattresses before replacing them on the box springs. Flip sofa and chair cushions.
  
- Replace Filters**  
Vacuum and clean grates, coils, and condensers on furnaces, refrigerators, stoves, and air conditioners. Remove filters in furnaces and air conditioners, and either clean or replace them.
  
- Replace Storm Windows with Screens**  
Remove storm windows; replace cracked panes, recaulk windows, and repaint the frames before storing. Before installing screens, repair holes with tweezers (or replace entire screen).
  
- Sort Through Wardrobes**  
Separate clothes into piles: off-season, donation, dry cleaner, tailor. Wash and mend clothing before putting back in closet or storing.
  
- Wash Windows**  
Remove dust, dirt, and cobwebs with a soft brush. Wash windows inside and out with a mild dilution of either ammonia or white vinegar in water; dry with a squeegee followed by a rag.
  
- Wipe Walls and Ceilings**  
Use a vacuum to remove dust. Tackle stubborn surface grime, especially prevalent in kitchens, with a solvent-free degreaser (test it first in an inconspicuous area to ensure it won't mar the surface).