Weekly Closet Cleaning

1. **Tidy**
   - Throw away trash
   - Put dirty clothes in hamper
   - Pair up and straighten shoes
   - Set shoes that need to be shined outside closet
   - Fold or hang clean clothes that are on floor
   - Put away scarves, belts
   - Straighten purses, handbags on shelf
   - Take clothes for dry-cleaning to car

2. **Clean**
   - Wipe light switch
   - Wipe doorknob
   - Dust shelves
   - Vacuum floor and crevices

3. **Finish**
   - Put clothes back by category
   - Hang longer items toward ends
   - Put away shoes
   - Hang scarves and belts
   - Put purses and bags on shelf
   - Put donation box in car
   - Throw away trash
   - Polish shoes you've set by door
   - Take clothes to dry-cleaner

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You Need

- Trash bag
- Cleaning cloth
- Duster
- Vacuum
- Crevice tool

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