



By Cynthia Inman, Pres. of Ask Cindy, Inc. Residential & Commercial Cleaning Services

It is my absolute pleasure to help everyone set up a cleaning station for their homes. A cleaning station will save you time and eliminate aggravation. This organized closet or organized open space area will have a place for all of your cleaning supplies. Customized built in cabinets are great, but shelving or do it yourself cabinets and wall hooks dedicated for your cleaning supplies will work. Let's identify the cleaning supplies and tools needed through my eyes. After all, each home is unique and personalized with your decor, surfaces, and furnishings:

**Vacuum cleaner** - every home needs one. The vacuum should be stored in a dry place- it is an electrical appliance. The attachment tools should be stored within reach and kept together for an easy grab. A supply of vacuum bags for appropriate changes and vacuum belts and filters if applicable should also be handy.

**Brooms**- I like the angle broom. One small angle broom - labeled for inside use only - can be used to sweep up the kitchen and the bathroom floors prior to any cleaning in those areas. The angle part of the broom will allow you to sweep the edges and corners thoroughly. A second angle broom - labeled for outdoor use only - should be a larger/commercial angle broom to be used to sweep the entrance walkway, patio/balcony and the garage floor. This prevents tracking of dirt into the home. If you are in an apartment dwelling you should sweep or use an electric broom to clean directly in front of your doorway in the outside hallway.

**Looped String Mop** - This is my personal preference always (you will never have loose strings left behind). If your floor is a large area, edges and corners should be cleaned by hand with the general floor area done with the string mop. When you have separate floor surfaces i.e., tile and wood, use a dedicated mop for each. This prevents cross contamination of detergents.

**Cleaning cloths**- terry cloth towels with sewed edges are durable and great

as dirt grabbers. The softer cloth baby diapers are great polishing cloths. These cloths should be solid white and laundered after each usage. They are available in bulk at Costco's

**Cleaning bucket** - a dedicated cleaning bucket for interior cleaning only is a must. This bucket will not be used for painting, washing the car, etc. To use this bucket for household detergents only will eliminate the possibility of cross contamination from harsher or oily mixtures, which might damage interior surfaces.

**Hold all cleaning caddy** - this protective carrier will hold all of your cleaning products and prevent leakage from any product. Leakage or spills can stain your counters, rugs or your floor surface. The caddy will uniquely stay put within striking distance as you go about the task at hand. The caddy should be kept clean and organized at all times.

**Large- heavy duty plastic garbage bags** - this will allow you to universally collect all garbage from throughout the house. The kitchen garbage should be your last pick up since this would be the messiest.

# Help! - I Do Want To Organize A Cleaning Station In My Home



radio groves, the intricacy of the light switch, around a sink drain hold, etc.

**Knee pad**- this rubber cushion for one's knees can be found in the gardening section. I will call this the lifesaving pad as you kneel to do bottom cabinets, etc.

**Extending hi duster**- this wand can extend minimally 60" and as high as 100" the dust head should be removable for sanitation purposes. The dusting of walls, ceiling corners, wall boards and the ceiling fan can be done without challenge using this tool. It can be purchased at Linens & Things.

**Step stool** - this very necessary piece of equipment should be light weight. Ideally, a two step stool will give a good average reach. The proper carry technique is to carry the step stool in front of you with both hands to avoid bumping into walls, corners or doors. Always plot your course!!!!

**Cleaning detergents** - I like these items to be stored inside of a cabinet. Removing the items from your caddy back into a cabinet or onto a shelf is necessary. The exception is if your caddy fits into a cabinet for storage. Safety, safety, all items should be locked away from children and out of sight. This keeps it out of a child's curious mind. So, the household being cleaned has no children

- what about visiting little ones?

Again, the mantra statement, "It is always better to err on the side of caution". Also, remember to select your cleaning detergents with care and follow the labeled instructions for its safe use.

**Rubber gloves** - a must, since the skin is absorbent - uncovered hands placed into so many different detergents cannot be a good idea. There are many rubber glove selections in today's market place. This protective glove comes in many sizes for a good fit and style and is a necessary addition.

The efficient way to do housework is to have an organized mindset. To start from the point of your organized cleaning station, allows you the prospect of being energized and organized during every aspect of the cleaning of your home. While being organized, you will discover you can cover more territory, as the organized process and technique come together to get the housework done.

**"LETS WIN"**

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The roll or box of plastic garbage bags would be kept at the cleaning station with the other cleaning items for organizational purposes. You definitely want to eliminate any down time with running from one place to another to begin the task of cleaning. Remember, "Cleaning is a worthy adversary".

**Bathroom tile scrub brush with a handle** - this will allow you to scrub clean the conventional wall tiles.

Marble bathroom surfaces are washed down well a cloth in hand. I like to use a terry cloth mitt dedicating it to sensitive tile surfaces. Yes, since I use a neutral soap for the marble surfaces, my mitt is labeled- "marble surfaces".

**Dust pan** - one conventional dust pan. If you have a fireplace, you should have a second dedicated dust pan with a connected hand broom for removing the ashes from a fireplace. This set up would be labeled and solely used for fireplace cleaning. This is dirty work and you don't want ash on any of your other floor surfaces. It's always better to err on the side of caution.

**Toothbrushes** - these extended fingers will work wonders around the