



15- Minute Entryway Nighttime Tidy-Up Checklist

Take just 15 minutes before bed to create a peaceful, clutter-free space you'll love waking up to.

15-Minute Entryway Cleaning & Organizing Checklist

Week 6 – Final Week of the 15-Minute Cleaning & Organizing Habits Campaign

Daily 15-Minute Routine

1. Clear the Clutter (5 minutes)

- ☐ Pick up shoes, bags, and outerwear that don't belong.
- ☐ Return misplaced items to their proper spot.
- ☐ Empty or sort the mail/key drop area.

2. Wipe & Refresh Surfaces (4 minutes)

- ☐ Wipe down front door, handles, and light switches.
- ☐ Dust or clean entryway table or shelf.
- ☐ Shake out or vacuum the rug and sweep the floor.

3. Create a Welcoming Touch (3 minutes)

- ☐ Light a candle or plug in a fresh scent.
- ☐ Add a seasonal floral arrangement or small decorative piece.
- ☐ Straighten wall art or mirror.

4. Evening Reset (3 minutes)

- ☐ Hang coats and bags neatly.
- ☐ Tuck shoes into baskets or onto the rack.
- ☐ Do a quick visual scan — everything back in its place.



Weekly Deep Refresh (Optional)

- ☐ Wash or replace entryway rug.
- ☐ Clean front door glass or storm door.

- ☐ Declutter and reorganize baskets or bins.
- ☐ Wipe down baseboards and trim.
- ☐ Sweep porch or front steps.

Reminder

A tidy entryway doesn't just welcome guests — it welcomes *you* home.

“Whatever you do, work at it with all your heart, as working for the Lord.” — Colossians 3:23