



The Everyday Reset • Checklist



Page 1 of the Household Operating Manual



The Daily 15-Minute Reset

- ☐ Clear kitchen counters: Follow the 3-foot rule.
- ☐ Empty the sink: Don't audit the dishes; just do them.
- ☐ Surface Reset: Put away obvious clutter on the main floor.
- ☐ Environment Check: Fold blankets & fluff pillows.
- ☐ Prep Tomorrow: Set the coffee, pack the bags, check the weather.



The Weekly Home Reset

- ☐ The Floor Manager: Vacuum high-traffic areas.
- ☐ The Splash Zones: Wipe bathroom counters & mirrors.
- ☐ The Logistics: Replace towels & empty trash.
- ☐ The Procurement: Restock essentials (Inventory Check).
- ☐ The Plan: Set the meal plan (The Zero-Decision Strategy).



CEO INSIGHT

“ The goal isn't a deep clean. It's about lowering the 'Startup Cost' of your day. You are closing yesterday's background apps so today can run smoothly. ”