
International Domestic Placement Group

www.DomesticPlacementGroup.com

Mr. Cooper Household Zones & Tasks

Zone 1

Third floor - 2,000 sf

Playroom

vacuum, dust, pick up toys, wash art table.

Roof top deck

sweep, wash threshold, clean glass doors.

Guest Bedroom

check bed (straighten or change sheets), vacuum, dust.

Bathroom

wipe down weekly, wash monthly or after guest use.

Zone 2

Second Floor - 2,000 sf

Bedroom A

vacuum, dust, check bed, straighten room.

Hall Bathroom

wash weekly.

Bedroom B

vacuum, dust, check bed, straighten room.

Linen Closet

restock sheets and towels, straighten piles, dust.

Bedroom C

vacuum, dust, check bed, straighten room.

C Bathroom

wash weekly

Guest Suite

vacuum, dust, straighten if used.

*Kitchenette

restock refrigerator, run dishwasher, straighten cupboards.

*Sitting room

plump pillows, find TV. remote.

*Bathroom

wipe weekly, wash when used.

*Bedroom

check bed.

*Closet

check for items left behind, stock with hangers.

Zone 3

Second Floor - 1,000 sf

Master Suite

vacuum, dust.

*Master Bedroom

make bed (change M/F), find remotes, Evian on nightstand.

*Sitting room/ office

plump pillows, straighten books, ONLY HM touches the desk.

*Bathroom

put away items, wash weekly, sanitize e/o day.

*4 Closets

collect dirty clothes, sort dry cleaning, check shoes, straighten.

Zone 4

Main Floor - 2,000 sf

Dining Room

vacuum, dust.

Den

vacuum, dust, find remotes, tidy pillows, books, movies.

Foyer

sweep, mop, dust.

Hall Closet

sweep, mop, dust, straighten coats, restock hangers.

Stairway

vacuum, dust.

Powder Room

sweep, mop, dust, wash weekly, sanitize e/o day.

Living Room

vacuum, dust, tidy pillows & books, fireplace.

Three Season Porch

sweep, mop, tidy pillows & books.

Zone 5

Main Floor - 1,000 sf

Kitchen

T/Th wipe all counters/ sinks, run/ unload dishwasher, dust.

Casual Dining area

DG. Weekly sweep, mop, dust.

Wine & Butler's Pantry

restock supplies, wipe all counters, run/ unload dishwasher.

Zone 6

Basement -1,000 sf

Stairway from Service Entrance vacuum, dust, shake mat.

Laundry Room

sweep, mop, dust, straighten.

Garden Room

sweep, mop, dust, straighten.

Powder Room

sweep, mop, dust, wash.

Active Closet

sweep, mop, dust, straighten.

Stairway to kitchen

vacuum, dust.

Zone 7

Basement - 1,000 sf

Off season storage - outdoor furniture

check for insects/ lights/ leaks.

Off season storage - clothing and holiday

check for insects/ lights/ leaks.

Wine Cellar

check temp & humidity, insects & leaks.

Utility Room

check for insects/ lights/ leaks.