

CHIDEN CHECKLIST

Main Altar

- Clean Incensor** —remove incense stubs, sift ash
- Clean Kobako** – remove stubs, sift ash, refill chip incense
- Replace Incensor Candle** – if less than 2”
- Stock Incense sticks** – fill holder
- Check Jiko Candle**—replace as needed
- Clean Candle Snuffer**—clean off wax from snuffer and holder
- Empty Used Match Receptacle**
- Clean Jiko Stand**—use damp cloth, if necessary
- Stock Matches**—one box on jiko stand
- Dust** —statues, altar, etc.
- Clean Altar Surfaces**—use damp cloth; remove any wax
- Take a Step Back, Take a Breath**—How does look? (for example, is everything centered?) How does it feel? How do you feel?

Small Altars (Women, Jizo, Kitchen, Sewing, Dokusan areas)

- Clean Incensor** —remove incense stubs and clean
- Check Flowers** – replace if needed
- Check Candle**—replace if needed
- Dust if Needed**—surface, Buddha, etc.
- Clean Altar Surface**—use damp altar-only cloth
- Stock Matches**—one boxes (on shelf near the han)

Kaisando

- Clean Incensor** — remove incense stubs and clean
- Check Candles** – replace if needed
- Check Flowers** – replace if needed
- Check Candle Snuffer and Holder**—clean off wax if needed
- Empty Used Match Cup**
- Stock Incense**—just long sticks
- Stock Matches**—as needed
- Clean Altar Surfaces**—use damp cloth when necessary

Chiden Area

- Wipe Down Chiden Counter**—remove dust, trash, and any spilled wax
- Clean Used Votive Holders** – freezer/microwave method
- Place New Candles in Votive Holders**
- Clean Chidening Tools**
- Replace Cleaning Cloths**—when necessary