

Decluttering To-Do Checklist

DECLUTTERING THE KITCHEN

<input type="checkbox"/> Put bills and mail into one bowl
<input type="checkbox"/> Throw away paid bills and read mail
<input type="checkbox"/> Clean up the top of the fridge
<input type="checkbox"/> Check expiration dates and throw out expired goods
<input type="checkbox"/> Put all cleaning products under kitchen sink
<input type="checkbox"/> Remove outdated post-it notes from fridge
<input type="checkbox"/> Remove excessive magnets from the fridge
<input type="checkbox"/> Organize kitchen drawers by category
<input type="checkbox"/> Put all utensils, spices, and supplies into the right drawer

DECLUTTERING THE BATHROOM

<input type="checkbox"/> Return toiletries to their place
<input type="checkbox"/> Return perfumes and colognes to their place
<input type="checkbox"/> Return hair-care products to their place
<input type="checkbox"/> Return other bathroom products to their place
<input type="checkbox"/> Put dirty laundry in the hamper
<input type="checkbox"/> Fold clean towels
<input type="checkbox"/> Throw away dirty towels

DECLUTTERING THE BEDROOM

<input type="checkbox"/> Put all clean clothes in the closet
<input type="checkbox"/> Put all dirty clothes in the hamper
<input type="checkbox"/> Clean up your nightstand
<input type="checkbox"/> Throw away pocket scraps

DECLUTTERING THE HOME OFFICE

<input type="checkbox"/> Return books to your bookshelf
<input type="checkbox"/> Categorize desk drawers
<input type="checkbox"/> Put all items in the right desk drawer

and junk into the trash can
<input type="checkbox"/> Collect pocket change in a metal container

DECLUTTERING THE CLOSETS

<input type="checkbox"/> Remove everything from your closet
<input type="checkbox"/> Put clothes you don't wear in the "donate" pile
<input type="checkbox"/> Return all the seasonal clothes you don't wear to the closet
<input type="checkbox"/> Put all non-seasonal clothes underneath your bed

DECLUTTERING THE YARD

<input type="checkbox"/> Mow the grass
<input type="checkbox"/> Water the flowers
<input type="checkbox"/> Clean up leaves and old branches/Shovel snow

DECLUTTERING THE LIVING ROOM

<input type="checkbox"/> Throw away old magazines and newspapers
<input type="checkbox"/> Straighten the magazines you wish to keep on the coffee table
<input type="checkbox"/> Fluff sofa pillows