

# Declutter Order

Follow this order for decluttering your home – complete it in a way that makes sense for your schedule. Some recommendations: one task a day, set a timer for 10-15 minutes, or 2-3 tasks a day until completed. This order matters because it will take you through the house in a logical, sequential, and efficient way.

<p><b>CLEANING</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> cleaning supplies</li> <li><input type="radio"/> cleaning tools – scrub, brushes, sponges, rags</li> <li><input type="radio"/></li> <li><input type="radio"/></li> <li><input type="radio"/></li> </ul>	<p><b>LAUNDRY AREA</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> fold + put away clothes</li> <li><input type="radio"/> laundry baskets</li> <li><input type="radio"/> laundry products</li> <li><input type="radio"/> clean + clear surfaces</li> <li><input type="radio"/></li> </ul>	<p><b>KITCHEN</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> clean + clear counters</li> <li><input type="radio"/> refrigerator + freezer</li> <li><input type="radio"/> cabinets, drawers, pantry, food storage</li> <li><input type="radio"/> kitchen tools, small appliances + towels</li> <li><input type="radio"/> under kitchen sink</li> </ul>	<p><b>BATHROOM(S)</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> clean + clear counters</li> <li><input type="radio"/> cabinets + drawers</li> <li><input type="radio"/> medicine cabinet</li> <li><input type="radio"/> toiletries + makeup</li> <li><input type="radio"/> bath towels, hand towels, wash clothes</li> </ul>
<p><b>CLOTHING</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> shoes</li> <li><input type="radio"/> outerwear – coats, hats, gloves, etc.</li> <li><input type="radio"/> clothing – sort by season + type</li> <li><input type="radio"/></li> <li><input type="radio"/></li> </ul>	<p><b>BEDROOM(S)</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> declutter floors</li> <li><input type="radio"/> under beds</li> <li><input type="radio"/> sheets + linens</li> <li><input type="radio"/> pillows</li> <li><input type="radio"/> bedside tables</li> <li><input type="radio"/></li> </ul>	<p><b>ENTERTAINMENT</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> magazines</li> <li><input type="radio"/> music – digital, CDs, tapes, records</li> <li><input type="radio"/> games – board games, card games</li> <li><input type="radio"/> books – cookbooks, non-fiction, fiction</li> </ul>	<p><b>KIDS</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> clothing</li> <li><input type="radio"/> toys</li> <li><input type="radio"/> books</li> <li><input type="radio"/> activities</li> <li><input type="radio"/> art + craft supplies</li> <li><input type="radio"/></li> </ul>
<p><b>OFFICE SPACE</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> electronics</li> <li><input type="radio"/> office supplies</li> <li><input type="radio"/> books</li> <li><input type="radio"/> paper + files</li> <li><input type="radio"/></li> <li><input type="radio"/></li> <li><input type="radio"/></li> </ul>	<p><b>PAPER CLUTTER</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> paper pile</li> <li><input type="radio"/> bills</li> <li><input type="radio"/> photographs</li> <li><input type="radio"/> memorabilia</li> <li><input type="radio"/> kids art</li> <li><input type="radio"/> school work</li> <li><input type="radio"/></li> </ul>	<p><b>DIGITAL CLUTTER</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> zero out email inbox</li> <li><input type="radio"/> set up email folders to save emails</li> <li><input type="radio"/> put important digital docs in folders</li> <li><input type="radio"/> separate photos by year + story in cloud storage</li> <li><input type="radio"/></li> </ul>	<p><b>GARAGE/BASEMENT</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> vehicle(s)</li> <li><input type="radio"/> tool storage</li> <li><input type="radio"/> boxes + bins with additional storage items</li> <li><input type="radio"/> lawn + garden supplies</li> <li><input type="radio"/></li> </ul>