

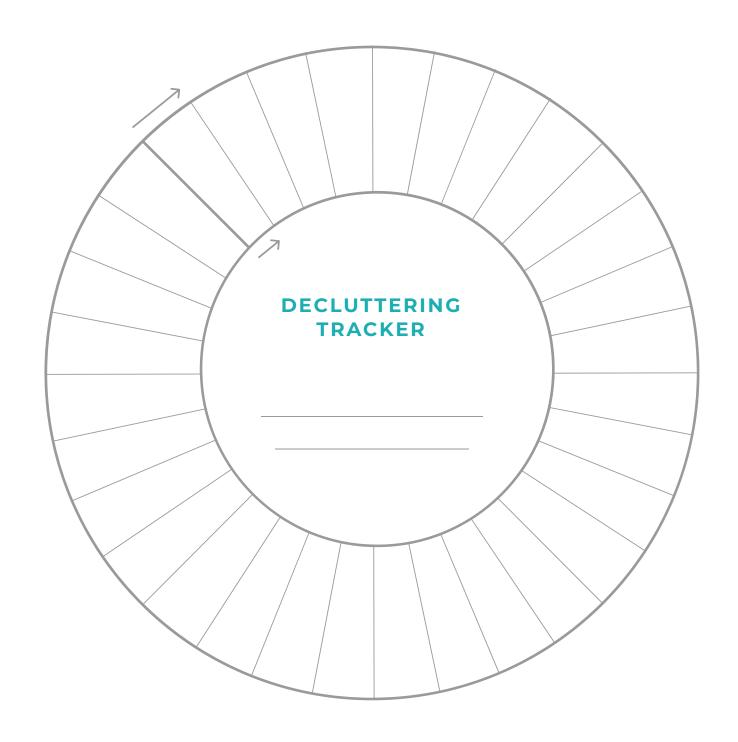
Know what to get rid of so your spaces are decluttered.

PICK A DECLUTTER ZONE

WITHOUT GOING TO THAT ZONE... MENTALLY PREPARE. As fast as you can, without looking at the zones, write down 1-3 things you know you can get rid of. THEN race to the rooms with a trashbag!

LAUNDRY ROOM	UTILITY ROOM	TOOL SHED
HOME OFFICE	PLAY ROOM	SPARE ROOM
CUPBOARD TOPS	KITCHEN	ENTRANCE HALL
GARAGE	CUPBOARDS	CLOSET

SET A TIMER. Race yourself to see how fast you can remove the items you already knew you didn't need in your life anymore! Doesn't it feel great to see your space tidied, one item at a time?



DECLUTTERING HABIT MAKER

			ght fill up a grocer ed up? Color in th	ry sack with junk le wheel each sack
SUMMARY OF MY	DECLUTTERING:			
MY TIME WAS	☐ UNFOCUSED	☐ SCHEDULED	☐ PRODUCTIVE	☐ PERSONAL

20 DECLUTTER IDEAS

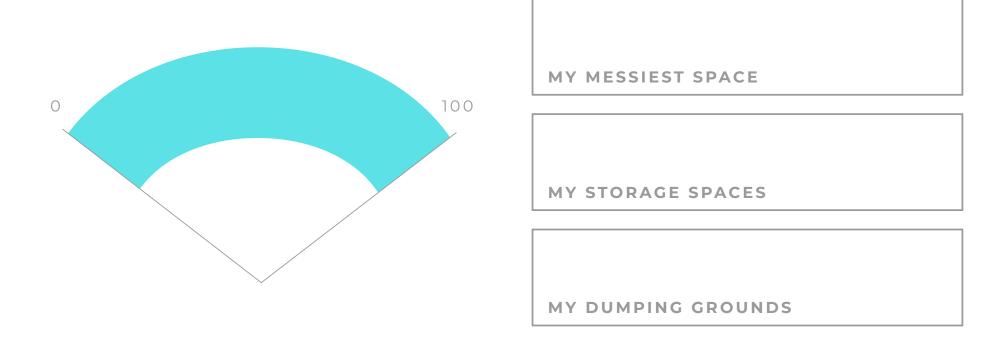
THROW AWAY	
Junk Mail	
Broken Pens/Pencils	
Expired Foods	
Unused Medicine/Vit	
Old Magazines	
Kids Art/School Proj.	
Unmatched Cords	
Orphan Socks	
Scratched Cookware	
Leftover DIY Project	

DONATE OR SELL	
Unused Clothing	
The Books	
Extra Mugs	
Unused Appliances	
Old Electronics	
Excess Accessories	
Tools You Don't Use	
Extra picture Frames	
Old Towels & Linens	
Unloved Furniture	

DECLUTTERING QUESTIONS TO ASK

- Is this item damaged or unusable in any way?
- If I were at the store and I saw this, would I buy it?
- Do I have more than one of these items?
- When was the last time I used this item?
- Will I notice this item is gone?
- Do I love this? Really?

GET ORGANIZED: GOALS



THINGS TO KEEP	THINGS TO TOSS	THINGS TO RE-HOME
IIIINGS TO REEP	1111103 10 1033	THINGS TO RE-HOME
MY FINISHED PRIZE	MY FINISHED PRIZE	MY FINISHED PRIZE

MESSY ZONES

Create a list of all the rooms in your home. Mark the areas that tend to get exceptionally messy. You could use different colors to represent different levels of messiness.

MESSY ZONES & SPACES	PRIORITY

WHAT WORKED? WHAT DIDN'T? Begin cleaning the zone that you can pick up the fastest - NOT the messiest space. Then evaluate, what made your clean up FAST and EASY?

WHAT WORKED	WHAT DID NOT WORK

PRIORITY SPACES

DESCRIBE YOUR LIFE. Where do you spend the most time? Where are you most frustrated? Begin organizing those spaces first to get the best results.

LIVING AREAS	OFFICE	KITCHEN	BATHROOMS
VEHICLES	CLOSETS	GARAGE/SHED	ENTRY
VV/HVI.C KE	EEDING VOILE	ROM YOUR TIE	OV SDACE2
			JI JI / (CL.

TRACK YOUR PROGRESS. Before you begin, take pictures of each room - especially focus on the messiest zones in that room, and then take pictures again after you finish. You deserve a sense of accomplishment - you've got this!

STORAGE NEEDED

TAKE INVENTORY. Where are the piles in your home? It's where you naturally want to put things. Go with the flow. Create storage solutions by the "dumping grounds".

DUMPING GROUNDS

RATE	THE SPACE		RATE	THE SPACE	
RATE	THE SPACE	/	RATE	THE SPACE	/
MY BIGGE	EST MESS		MY HIDDEN	MESS	
MY BIGGE	EST MESS		MY HIDDEN	MESS	

POSITIVE HABITS FOR A MONTH

SET NEW GOALS FOR YOU. Create two goals that you want to accomplish in the next months and mark off each day you accomplish the new habit. Habits take time, so don't be too hard on yourself!

	MON	TUE	WED	THU	FRI	SAT	SUN
HABIT							
NOTES							
	MON	TUE	WED	THU	FRI	SAT	SUN
HABIT	MON	TUE	WED	THU	FRI	SAT	SUN
HABIT	MON	TUE	WED	THU	FRI	SAT	SUN
eg Tidy for 10 mins a	MON	TUE O	WED	THU O	FRI	SAT O	SUN O
	MON	TUE O	WED	THU O	FRI	SAT O O O	SUN O

5 WAYS TO MAXIMIZE YOUR TIME

By making the most out of your time, you'll be maximizing your days and weeks. Write down 5 different ways to maximize your time and how you'll accomplish it.

3	
4	
5	

MONTH

WEEK

WEEK AT A GLANCE

MONDAY GOALS	TUESDAY GOALS	WEDNESDAY GOALS
ACTIVITIES/EVENTS	ACTIVITIES/EVENTS	ACTIVITIES/EVENTS
THURSDAY GOALS	FRIDAY	FRIDAY
ACTIVITIES/EVENTS	ACTIVITIES/EVENTS	ACTIVITIES/EVENTS

DAILY TIDY MUSTS

NEVER FORGET A CHORE AGAIN. Check off those repetitive chores and build new tidying habits to help keep your curious cat safe so that they don't push any of your breakable stuff off a ledge or shelf - see your life organized in just a few weeks!

	MON	TUE	WED	THU	FRI
TIDY KITCHEN COUNTER TOPS					
NOTES					

TIDYING SCHEDULE

Cleaning a little every day can make your house always look tidy up. WHAT LITTLE TASKS CAN YOU DO EACH DAY?

MONDAY	SHOPPING & TO-DO		
	3110PPING & 10-D0		
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			
INIDAI			
THE WEEKEND			
THE WEEKEND			