

DECLUTTERING 101 GUIDE

1. DECIDE WHERE TO START

just start somewhere.

2. REMOVE EVERYTHING

yes, everything.

3. PUT LIKE THINGS TOGETHER

group stuff by category.

4. EXAMINE ITEMS 1 AT A TIME

pick it up, hold it, decide its fate.

5. ASK CLARIFYING QUESTIONS

do you use it? would you buy it now?

6. LET GO OF THE GUILT

you don't have to keep all the gifts & sentimental things.

7. SORT INTO PILES

trash, recycle, donate, keep, "maybe."

8. CLEAN OUT THE SPACE

dust, sweep, vacuum while it's empty.

9. PUT THINGS WHERE THEY BELONG

donate, trash, relocate, keep, "maybe" box.

10. KEEP THE CLUTTER FROM COMING BACK

establish new routines for future stuff.

