



Declutter Check List

Entryway

- 🔒 Declutter shoes and place them in a designated space or shoe rack.
- 🔒 Sort through coats, hats, umbrellas and outdoor gear. Donate or recycle what you don't need.
- 🔒 Organise keys and create a dedicated spot for them (no more missing car keys!).
- 🔒 Sort and recycle old mail, and create a spot for important incoming items.

Living room

- 🔒 Clear coffee tables, side tables, TV cabinets and other surfaces.
- 🔒 Declutter books and magazines (remember those!?) – if you're unlikely to read them again, they need to go!
- 🔒 Organise entertainment units: manage cords and let go of those old DVDs and CDs.
- 🔒 Keep only a few decorative items to create a more streamlined look.

Kitchen

- 🔒 Clear kitchen benches of gadgets you don't use daily.
- 🔒 Organise the pantry: group similar items together and label containers.
- 🔒 Discard expired food items from the pantry, fridge and freezer.
- 🔒 Sort and declutter kitchen drawers, discarding duplicates, broken tools, menus and old instruction manuals.

Bedrooms

- 🔒 Declutter and organise wardrobes: separate clothes by season, discard or donate unused items.
- 🔒 Tidy up your bedside table – remove old books, empty glasses (gross) and random knick-knacks.
- 🔒 Use storage boxes for under-bed storage to keep things organised and dust-free.

Bathrooms

- 🔒 Remove expired or nearly empty products – hair gel from 2015? Gone!
- 🔒 Organise toiletries using baskets or drawer organisers for easy access.
- 🔒 Clear out and clean bathroom cabinets, grouping similar items together.
- 🔒 Declutter bath and shower areas – keep only the essentials in the shower.

Storage spaces

- 🔒 Sort through tools, holiday decorations and miscellaneous items.
- 🔒 Organise seasonal items into labelled storage bins.
- 🔒 Use shelves, hooks and pegboards to maximise vertical space.
- 🔒 Discard or donate items that haven't been used in years or are damaged.

Need help? Call **1300 87-60-87**
and speak to our friendly staff.