FindMyItem

Start date _____

Drop off day _____

# New Year declutter checklist

One room at a time, with four boxes. Tick off each room as you finish it.

## Weekend 1: hall and kitchen

- [ ] Coats, shoes and bags: only what is worn this winter
- [ ] Key drawer emptied and sorted
- [ ] Duplicates, gadgets and tubs with no lids out
- [ ] Food and spices past their date out

## Weekend 2: living room and bathroom

- [ ] One labelled cable for each device, all in one box
- [ ] Games checked for missing pieces
- [ ] Old medicines taken to a pharmacy
- [ ] Old make up, samples and bottles out

## Weekend 3: bedrooms

- [ ] One wardrobe at a time: back in only what fits and is worn
- [ ] Every hanger turned the other way round
- [ ] Clothes for the other season boxed and labelled
- [ ] Outgrown children's clothes boxed by size
- [ ] Toys sorted, some into a rotation box

## Weekend 4: paperwork and storage

- [ ] Papers kept, shredded or scanned
- [ ] Important documents in one box or file
- [ ] Every box in the loft, garage or cellar opened
- [ ] Kept things repacked into sturdy boxes of one size
- [ ] Every box numbered and written down

## Every session

- [ ] Four boxes: keep, another room, give away or sell, recycle
- [ ] A dated box for the things you are not sure about
- [ ] Another room box put away at the end
- [ ] Give away box in the car

## Boxes going into storage

Write each box number, what is inside and where it is kept, or keep the list in FindMyItem on your phone.

Box 1 _____

Box 2 _____

Box 3 _____

Box 4 _____

Box 5 _____