DECLUTTER CHECKLIST

Room by room

Tick each one you clear. Four boxes on the floor while you work: keep, donate, recycle and trash. One room a weekend, or one area a day with the 30-day challenge overleaf.

Keep	Donate or sell	Recycle or take back	Trash
Used this year, or loved. Give it a home.	Clean, working and wanted. Check recalls on baby gear first.	Medicines, lithium batteries, electronics, worn textiles.	Broken, expired or spoiled, once the rest is sorted.

Kitchen

- [ ] Duplicate utensils and gadgets you haven't used in a year
- [ ] Food containers without lids, and lids without containers
- [ ] Chipped mugs and glasses
- [ ] Spices and pantry food you won't use
- [ ] Takeout menus, rubber bands, twist ties
- [ ] _____

Bathroom

- [ ] Expired and unused medicines (see where they go)
- [ ] Old toiletries, samples and hotel bottles
- [ ] Makeup and sunscreen past their date
- [ ] Worn-out towels and bath mats
- [ ] _____

Bedroom and closet

- [ ] Clothes you haven't worn in a year
- [ ] Single socks and stretched-out underwear
- [ ] Shoes that hurt or are worn through
- [ ] Spare hangers and dry-cleaning bags
- [ ] Old sheets and pillowcases
- [ ] _____

Living room

- [ ] Magazines, catalogs and old mail
- [ ] Remotes, chargers and cables for things you no longer own
- [ ] DVDs, CDs and games nobody plays
- [ ] Dead plants and empty pots
- [ ] _____

Entryway and paperwork

- [ ] Shoes and coats that don't get worn
- [ ] Bags inside bags
- [ ] Manuals for things you no longer own
- [ ] Receipts and statements you don't need to keep
- [ ] _____

Garage, attic and storage

- [ ] Broken tools and furniture
- [ ] Baby gear and appliances (check recalls first)
- [ ] Old electronics and batteries (see where they go)
- [ ] Paint and chemicals you won't use
- [ ] Boxes you haven't opened since you moved
- [ ] _____

30-DAY DECLUTTER CHALLENGE

One small area a day

About 15 minutes each: set a timer and stop when it rings. Tick the box when the area is done. Day 30 is for the drop-offs.

☐ **Day 1** The junk drawer	☐ **Day 2** Mail and paper piles	☐ **Day 3** Pens, chargers and cables	☐ **Day 4** The spice rack	☐ **Day 5** The pantry
☐ **Day 6** The fridge and freezer	☐ **Day 7** Food containers	☐ **Day 8** Mugs and glasses	☐ **Day 9** Kitchen gadgets	☐ **Day 10** Under the kitchen sink
☐ **Day 11** The medicine cabinet	☐ **Day 12** Toiletries and samples	☐ **Day 13** Towels and linens	☐ **Day 14** Makeup and hair things	☐ **Day 15** Socks and underwear
☐ **Day 16** Shoes	☐ **Day 17** Bags and purses	☐ **Day 18** Coats and jackets	☐ **Day 19** The closet: clothes	☐ **Day 20** Nightstands
☐ **Day 21** Books	☐ **Day 22** Magazines, DVDs and games	☐ **Day 23** Toys and hobbies	☐ **Day 24** Electronics and batteries	☐ **Day 25** The entryway
☐ **Day 26** The car	☐ **Day 27** One garage shelf	☐ **Day 28** One attic or storage box	☐ **Day 29** The paperwork drawer	☐ **Day 30** Drop-off day: donate, recycle, take back

Then keep it: the jobs that come back (CozyHaus estimates)

Clear out old food from the fridge	Every week · 6 min
Clean out the junk drawer	Every month · 10 min
Organize the pantry	Every 3 months · 20 min
Tidy the storage room	Every 3 months · 20 min
Clear out the medicine cabinet	Twice a year · 15 min
Swap summer and winter clothes	Twice a year · 30 min
Declutter the garage	Twice a year · 60 min
Declutter the attic	Every year · 60 min