



Decluttering Guide & Checklist

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Decluttering Guide



Congratulations!

You've made the first step towards your decluttering goals! By downloading and reading this, you're proving to yourself that you're ready for change. You likely relate to the picture on the left to some degree, but you're keen to take control, and taking action is how we access transformation.

The goal

The benefits

The benefits of decluttering are tenfold: less stress, less overwhelm, better sleep, better relationships, more focus and productivity, higher self esteem and self worth, more time, energy and money, to name but a few!



Your "why"

Whatever your specific reasons for wanting to declutter, remember them - remember them before you start and remember them when it gets hard or when you're tempted to procrastinate.

Why now?

There is literally no time like the present - we get to live once - lets make it count, take control and get your home and your life to where you want it to be.



The Process



Set a limit

Whether you set a timer for 5-10 minutes, tackle a small area or give yourself a low number of items to make decisions about, keep it small and manageable. It's important that the process feels approachable or you'll put yourself off before you've even started, and if you take on too much in one go, you risk being left with an even bigger mess if you get interrupted or it takes longer than you expected.

Step by step

01. Set the tone

Remove any distractions (that are within your control), have a cuppa or glass of water ready, and put some music on that will motivate you and lift the mood.

02. Prepare an exit strategy

Have bags or boxes ready for charity, recycling and bin or tip, and to sell. Plan in when you can drop these items off or sell them, and schedule it in to make it happen.

03. Start easy

Identify items that are easy decisions, e.g. anything fit for the bin. These quick wins will give you dopamine hits that will inspire you to keep going.

04. Wait to relocate

When you identify items that need to be elsewhere in the home, put them to one side and relocate at the end of your session, or you'll tire yourself out from the to-ing and fro-ing.

05. Facing indecision

If you decide something is staying but you don't know where to put it, keep it to one side for now, it'll likely become clear later.



Decluttering Checklist

Introduction

The process above might be all you need to get going. But if you'd like further guidance through the various categories of items you likely have at home, this checklist is exactly that. It's not an exhaustive list or we'd be here forever, but it will be enough to get you going and to make a pretty big dent! Lets get rid of those items that don't add any value to your life and prioritise your space for those that do!

Kitchen

- Expired food
- Unused food - that you won't use
- Anything broken
- Anything chipped
- Stained food containers
- Mugs
- Glassware
- Crockery
- Excess cutlery
- Damaged utensils
- Excess tupperware
- Unused appliances
- Scratched non-stick pans or trays
- Plastic cutlery
- Medicine spoons and syringes
- Kids crockery and cutlery
- Baking equipment
- BBQ equipment
- Serve ware
- Cleaning supplies

Bathroom

- Expired medication
- Expired makeup
- Old toiletries
- Old toothbrushes
- Empty containers
- Travel toiletries
- Bath toys
- Cleaning products
- Towels and flannels
- Trinkets



Checklist cont.

Bedroom

- Worn out clothes
- Clothes that don't fit
- Clothes you don't wear
- Seasonal wear
- Occasional wear
- Excess hangers
- Accessories
- Handbags
- Jewellery
- Hair accessories
- Underwear
- Odd socks
- Make up
- Toiletries
- Old hairdryers
- Seasonal shoes
- Occasional shoes
- Anything that doesn't belong
- Bedding
- Decorative items

Office

- Stationary
- Paper, card and envelopes
- Notepads and notebooks
- Folders and plastic wallets
- Magazines
- Cables and electronics
- Unused computer equipment
- Receipts and (paid) bills
- Unimportant paperwork
- Books

Living Room

- Books
- Magazines
- Games and toys
- Gadgets and remotes
- DVDs
- CDS / records
- Cushions and blankets
- Paperwork
- Crafts
- Decorative items



Checklist cont.

Kid's Bedroom / Playroom

- Stationary
- Art and craft supplies
- Excessive artwork and crafts
- Used sticker and activity books
- Books
- Soft toys
- Toys that are outgrown
- Toys that aren't played with
- Puzzles
- Games
- Anything that's missing pieces
- Anything damaged
- Itty bitty bits
- Any duplicates / excess
- Decorative items
- Outgrown clothes
- Worn out clothes
- School uniform
- Underwear
- Dressing up

Hallway

- Junk mail
- Post - action what's needed
- Worn out shoes
- Occasional coats - relocate
- Occasional shoes - relocate

Garage / Shed

- Tools
- DIY supplies
- Exercise equipment
- Garden supplies
- Outdoor / camping gear

Utility Room

- Cleaning supplies
- Laundry supplies
- Old rags and cloths
- Linens
- Airers and pegs

Loft

- Seasonal decorations
- Broken / unused items
- Suitcases and travel gear
- Empty appliance boxes
- Childhood memorabilia





What's next?

We would love to know how you got on!

Whether this was all you needed to get going or
if you need some hands on help from us,
please get in touch.

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