

@THECAFFEINATEDBOOKSISTERS  
**DECLUTTER JANUARY**

Declutter your space to declutter your mind and enjoy what matters!

<p><b>DAY 1</b> Entryway: shoes, coats, bags, mail</p>	<p><b>DAY 2</b> Kitchen counters: only leave out items used daily</p>	<p><b>DAY 3</b> Junk drawer: group like items, toss trash</p>	<p><b>DAY 4</b> Fridge: expired food &amp; condiments, leftovers</p>	<p><b>DAY 5</b> Pantry: expired items, duplicates, half used snacks</p>	<p><b>DAY 6</b> Living room surfaces: coffee &amp; side tables, tv console</p>
<p><b>DAY 7</b> Catch up/Donate: finish anything missed and bag donations</p>	<p><b>DAY 8</b> Wallet/Purse: old receipts, expired cards, change</p>	<p><b>DAY 9</b> Phone: photos, apps, screenshots</p>	<p><b>DAY 10</b> Paper Piles: mail, school papers, manuals</p>	<p><b>DAY 11</b> Bathroom Counters &amp; Drawers: make-up, skincare, expired meds</p>	<p><b>DAY 12</b> Linen Closet: towels, sheets, mismatched sets</p>
<p><b>DAY 13</b> Kids Toys: broken, outgrown or unused toys</p>	<p><b>DAY 14</b> Catch up/Donate: finish anything missed and bag donations</p>	<p><b>DAY 15</b> Closet: Tops only. Keep what you love, donate what doesn't fit or is stained</p>	<p><b>DAY 16</b> Closet: Bottoms only. Keep what you love, donate what doesn't fit or is stained</p>	<p><b>DAY 17</b> Closet: Shoes. Keep what you love, donate what doesn't fit or is uncomfortable</p>	<p><b>DAY 18</b> Nightstand &amp; Bedroom Surfaces: cords, clutter and wipe surfaces</p>
<p><b>DAY 19</b> Under Bed/Bedroom Storage: bins, baskets &amp; forgotten items</p>	<p><b>DAY 20</b> Books: donate or sell books that you no longer love or need</p>	<p><b>DAY 21</b> Catch up/Donate: finish anything missed and bag donations</p>	<p><b>DAY 22</b> Cleaning Supplies: duplicates, empty bottles, unwanted products</p>	<p><b>DAY 23</b> Drinkware: mugs, water bottles, cups</p>	<p><b>DAY 24</b> Crafting/ Hobbies: keep what you actually use</p>
<p><b>DAY 25</b> Office/Desk: cords, papers, pens</p>	<p><b>DAY 26</b> Digital Files: downloads folder, desktop, email unsubscribe</p>	<p><b>DAY 27</b> Just One Drawer/Cabinet: choose any drawer or cabinet to declutter</p>	<p><b>DAY 28</b> Catch up/Donate: finish anything missed and bag donations</p>	<p><b>DAY 29</b> "Maybe Pile": make decisions on items you've set aside</p>	<p><b>DAY 30</b> Final Sweep: finish remaining tasks, any problem areas</p>
<p><b>DAY 31</b> Reflect, Reset &amp; Read: Clean surfaces, light a candle, grab your book! You did it!</p>	<p><b>TIPS AND RULES</b></p> <ul style="list-style-type: none"> <li>* Time rule: 15- 30 min per day max.</li> <li>* Concentrate on decluttering not organizing.</li> <li>* Donate, sell or dispose of items, don't relocate!</li> <li>* Create a "maybe spot" for sentimental items and recess at the end of the month.</li> <li>* The "good enough rule". Don't go for perfection just leave spaces better than you found them.</li> </ul>				

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### TIPS AND RULES

- \* Time rule: 15-30 min per day max
- \* Concentrate on decluttering not organizing
- \* Donate, sell or dispose of items, don't relocate!
- \* Create a "maybe spot" for sentimental items and recess at the end of the month
- \* The "good enough rule". Don't go for perfection just leave spaces better than you found them

### DAYS 1-7: EVERYDAY ESSENTIALS

- Entryway: Shoes, coats, bags, mail piles
- Kitchen Counter: Only items used daily
- Junk Drawer: Toss trash, group like items
- Fridge: Expired food, old condiments, leftovers
- Pantry: Expired snacks, duplicates, unwanted food
- Living Room Surfaces: Coffee & side tables, TV console
- Catch up/Donate: Finish anything missed, donate items

### DAYS 15-21: PERSONAL SPACES

- Closet (Tops Only): If it doesn't fit, let it go
- Closet (Bottoms): Get rid of stained or ripped clothing
- Closet (Shoes): Comfort and frequency check
- Nightstand/Bedroom Surfaces: Cords, clutter, cups
- Under Bed/Storage: Bins, baskets, forgotten items
- Books: Donate or sell unwanted books
- Catch up/Donate: Finish anything missed, donate items

### DAYS 29-31: FINAL SWEEP

- "Maybe Pile": Make decisions on items you set aside
- Final Sweep: Walk through and finish any remaining tasks
- Reflect, Reset & Read: Clean surfaces, light a candle, grab a book! YOU DID IT!

### DAYS 8-14: DAILY LIFE CLUTTER

- Wallet/Purse: Old receipts, expired cards, change
- Phone Clutter: Photos, apps, screenshots
- Paper Piles: Mail, school papers, manuals
- Bathroom Counter/Drawers: Makeup, skincare, meds
- Linen Closet: Towels, sheets, mismatched sets
- Kids Items/Toys: Broken, outgrown, unused
- Catch up/Donate: Finish anything missed, donate items

### DAYS 22-28: HIDDEN OR MENTAL CLUTTER

- Cleaning Supplies: Duplicates, empty bottles
- Drinkware: Mugs, water bottles, cups
- Craft/Hobbies: Keep what you actually use
- Office/Desk: Cords, papers, pens
- Digital Files: Desktop, download folder, email unsubscribe
- Just One Drawer: Pick any drawer or cabinet
- Catch up/Donate: Finish anything missed, donate items

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IT!