

Bedroom Closet Organization Checklist

- ◇ Set aside a few hours to an entire day, depending on how many clothes you own and how long it has been since you last went through them.
- ◇ Clear your bed and set up floor space or tables in another room.
- ◇ Gather 4 boxes and mark “donate”, “distribute/sell”, “discard” and “recycle”.
 - Donate: select a charity so others can enjoy what you no longer need
 - Distribute: items that don't belong in the closet or those you plan to sell, consign or give to a friend
 - Discard: anything stained, torn or missing a mate (see recycle)
 - Recycle: torn/stained clothing can often be recycled
- ◇ Set up a full-length mirror.
- ◇ Remove everything from your closet, the floor and shelves.
 - Sort clothing on the bed by type so there are piles of pants, blouses, etc.
 - In the other room, sort accessories into “like items”
- ◇ Dust the shelves and baseboards; clean the vents and the door. If you have carpet, vacuum and edge. Clean the flooring if you have hardwood.
- ◇ Try on every piece of clothing and accessory, asking yourself:
 - Have I worn this in the last year?
 - Does it fit? Does it look good on me?
 - Does it match anything else in my closet?
 - Is it in style?
 - Do I remember owning this?
 - Do I need this?

If you answer “no” to any question, place the item into one of the boxes.
- ◇ As you return items to the closet, sort by type and then by color. If it is in your budget, use hangers that prevent clothes from falling. Consider storing off-season items in plastic bins elsewhere.
- ◇ Stackable organizers are convenient for accessories such as shoes, hats and hand-bags. Add storage by placing laminate shelves of the rack and stack the organizers above.

CLEAR THE CLUTTER

419-607-9900

www.cleartheclutterohio.com