

Weekly July Decluttering

THE SURFACE SWEEP



SUN	19	Do a surface sweep, decluttering every flat surface in the living room. Surfaces can include the coffee table, TV unit, windowsills, fireplace mantel (if any), shelves, and side tables. Remove common clutter like mail, loose cables, clothing lying around, packaging, glasses and mugs. Clear the surfaces, wipe them down, and return only what's essential.	☐
MON	20	Do a surface sweep in the bedroom. Focus on surfaces like the bedside tables, the chest of drawers, and the chair that's collecting clothes. Remove any items that don't belong and leave only everyday essentials in plain sight.	☐
TUE	21	Do a surface sweep in the kitchen. Clearing the countertop will make the biggest difference. Remove anything that doesn't belong on the countertop (e.g., water bottles, empty food packaging, shopping bags, mail, grocery receipts, random utensils, dishes, spices left out after cooking, small appliances you don't use daily). Empty the sink area. If there's a table in the kitchen, clear that as well.	☐
WED	22	Do a surface sweep in the bathroom. Clear surfaces like the sink, vanity, toilet top, shelves, and bathtub edges. Put away things you don't use daily and toss any empty bottles, old packaging, expired makeup, and other clutter.	☐
THU	23	Do a surface sweep in the entryway and hallways. Organize the shoes and coats in the entryway. Clear any items that don't belong in the entryway (e.g., mail, sports equipment, packaging, random boxes). Straighten the welcome mat.	☐
FRI	24	Do a surface sweep in the second bedroom or guest room. If you have a guest bedroom, it can often end up as a bit of a storage area. Do a quick sweep of the surfaces (e.g., bedside tables, chest of drawers). Clear any items that don't belong there (e.g., delivery boxes, seasonal items, laundry, hobby supplies, things with no permanent home). If you don't have a guest bedroom, you can continue tidying the main bedroom or another room of your choice.	☐
SAT	25	Set a timer for 30 minutes and do a surface sweep in any additional space you want. There are potentially many areas to pick from (e.g., laundry area, balcony, backyard, garage, home office/desk area). Set the timer and just do 30 minutes. First, look for things to donate, toss, or recycle. Then, relocate items that don't belong in that area. And finally, organize the remaining items.	☐