Weekly Decluttering for November 1st-7th

Ordinary & Happy O&H

SUN	1	**Put away ten items that are not in their right place.** *Walk through the house with a basket and pick up ten items that don't belong where they currently are (e.g., mugs on the nightstand, chargers on the couch). Then, return each item to where it belongs. If you don't need some of the items, you could also consider adding them to your donation bag.*	☐
MON	2	**Set a 15-minute timer to go through mail and other paperwork.** *First, go through any mail that hasn't been opened yet and other paperwork where you need to take action (e.g., RSVPs, forms, bills). If you have any time left, sort through and organize other papers you have (e.g., file receipts, shred anything with personal info you don't need, recycle flyers).*	☐
TUE	3	**Put away the Halloween decorations.** *Take all the Halloween decor down (if you haven't already). Toss anything that's broken. Donate anything you don't plan to use in the coming years. Organize and store everything else neatly for next year.*	☐
WED	4	**Find one item to donate and one item to recycle.** *A good place to start for finding one item to donate is the closet or the kitchen. In the closet, look for clothes that you haven't worn in a year or more or clothes that don't fit anymore. In the kitchen, look for duplicate kitchen tools or kitchen gadgets you don't use. For recycling, look for old plastic containers, empty toiletry bottles, magazines, outdated manuals, and cardboard packaging.*	☐
THU	5	**Tidy and organize any display shelves and wall art/photos.** *Dust the shelves and frames. Clean the glass on frames. Consider whether there's anything you want to remove from the display shelves or the walls. Organize the remaining items and straighten any frames.*	☐
FRI	6	**Set a 15-minute timer and tidy the kitchen.** *Start with the visible wins like decluttering and wiping down the countertops, tossing any expired food from the fridge, and doing the dishes or emptying the dishwasher.*	☐
SAT	7	**Choose one drawer in the kitchen to declutter and organize.** *Empty the drawer and wipe it out. Sort everything into 1) keep, 2) donate, 3) toss/recycle, and 4) relocate. Use organizers like trays or drawer dividers to keep everything neatly sorted when returning the items to the drawer.*	☐