November Decluttering

for the Week of 8th-14th

Ordinary & Happy O&H

SUN	8	**Choose three shelves in the pantry or cupboards to tidy and organize.** *Empty each shelf, then wipe it down. Toss any expired or stale items. Add unopened in-date items you won't use to a donation box. Relocate items that don't belong there. Group the remaining items by category and put the most frequently used ones at eye level or in the front.*	☐
MON	9	**Take 20 minutes to tidy a bit more of the pantry/cupboards.** *Set a timer and focus on one problem cupboard or pantry area. You can also focus on one problem category (e.g., matching food storage containers with lids and recycling any without matches).*	☐
TUE	10	**Wipe down the small appliances in the kitchen.** *First, unplug each appliance and wipe down the outside as well as under and behind the appliance. Then, clean the appliance itself (e.g., for the toaster, empty the crumb tray and shake the toaster gently over the sink). Ask yourself which appliances are not used daily and consider storing them in a cabinet instead of on the counter.*	☐
WED	11	**Clean and organize the fridge for 20 minutes.** *Focus on quick wins like tossing expired food and recycling empty condiment bottles. Group foods by category (e.g., dairy, condiments, produce).*	☐
THU	12	**Organize your tea and coffee supplies.** *Gather all tea and coffee supplies in one place. Toss anything stale. Combine half-empty containers/boxes into one. Store coffee and loose-leaf tea in airtight containers.*	☐
FRI	13	**Toss any broken dishes and mugs.** *Go through all your dishes, glasses, and mugs, and toss anything chipped or cracked.*	☐
SAT	14	**Tidy and organize the spice cabinet/shelf.** *Toss spices that are way past their expiration date/stale. Combine duplicates and recycle empty containers. Pick an organization system that works for you (e.g., alphabetical, savory vs. sweet).*	☐