



Home Declutter Guide & Checklist



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Welcome!

Hi! I'm Kayla, founder of All Sorts Home Organization. If clutter has taken over your home & you don't know where to start, this guide is for you! Decluttering doesn't have to be overwhelming—just take it one step at a time!

In this guide you'll find helpful tips on how to start your journey to a more decluttered home, as well as a room-by-room checklist that provides prompts for each space.

Your clutter-free home awaits!

Kayla

Founder, All Sorts Home Organization



How It Works

01 SET YOUR DECLUTTERING GOAL

Are you clearing space for a home refresh, simplifying your daily routine, or just tired of the mess? Setting an intention helps you stay focused.

02 UNDERSTAND THE BOX METHOD

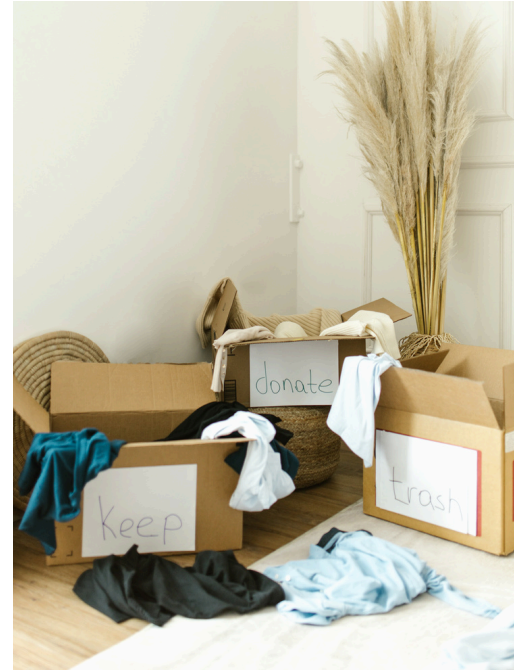
To help streamline the process, you'll want 4 containers that will be for:

Donation - items ready for their next home.

Keep - items you use regularly & love.

Relocate - things that belong in another space.

Trash - broken, expired, or unusable.



03 ONLY TACKLE ONE ROOM OR SPACE AT A TIME

Start small & stay consistent. It isn't about how fast you can move through your home. Begin with tackling little spaces or areas at a time.

04 HOW TO MAINTAIN YOUR HOME ONCE IT'S DECLUTTERED

Daily Reset - spend 10 minutes tidying up at the end of each day.

One in, one out rule - if you buy something new, donate or discard an old item.

Declutter seasonally - revisit this checklist every 3-6 months.





Section 1: Prep Before You Start

- Choose one area or space to focus on
- Set a timer (15-30 minutes)
- Grab sorting containers (donate, keep, relocate, trash)

LET'S GET STARTED!

Section 2: Room– by–Room Checklist

ENTRYWAY & LIVING SPACES

- ☐ Remove any excess decor
- ☐ Clear out old mail & papers
- ☐ Create a designated space for keys, shoes & bags

KITCHEN

- ☐ Toss any expired food & spices
- ☐ Limit duplicate kitchen tools
- ☐ Remove any items that don't have a match; such as Tupperware lids & bottoms or water bottles missing straws, etc.

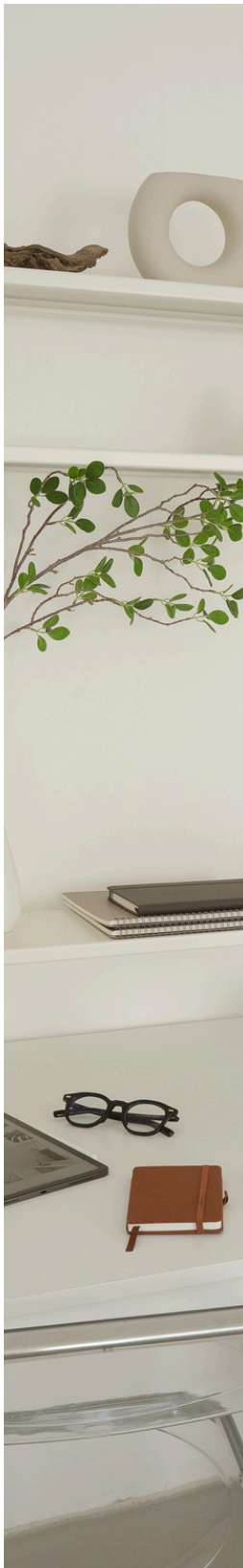
CLOSET

- ☐ Donate any non-seasonal clothing that hasn't been worn in a year
- ☐ Put like clothes together; shirts, pants & dresses
- ☐ Try & remove as much as you can off the floor

BATHROOM

- ☐ Discard any expired skincare or makeup
- ☐ Clear counter of any non-essential items
- ☐ Utilize trays in drawers for further organization





KID(S) ROOM

- ☐ Any outgrown clothing items
- ☐ Broken or old toys
- ☐ Ripped or unused books

OFFICE

- ☐ Old personal documents (bills, cards, etc.)
- ☐ Writing utensils that don't work (dried out markers, pens without ink)
- ☐ Unused office supplies

LAUNDRY ROOM

- ☐ Old cleaning supplies
- ☐ Electronics or cords that are no longer used
- ☐ Light bulbs for fixtures or lamps you no longer have

Need More Help?

Let's organize together! In-person or virtual, All Sorts can help you further declutter & turn your home into an organized oasis. Book your free consultation through our website, or DM us on Instagram!

INQUIRY FORM

FOLLOW US!

I hope this guide helped provide you with useful tools, to transform your home from chaos into calm. Refer back to this guide whenever you need a refresher. Happy decluttering!

Kayla



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