

✦ There are many elements of life that you ✦
✦ can't control. - But you do have the ✦
✦ ability to decide how you will deal ✦
✦ with and process the things that come ✦
✦ into your life, including clutter. ✦

Only keep what
you really need.

Organizing is NOT a
one-time deal.

General Tips



② Create a standard
grocery list
✦ Create a list with
the items I typically pick up at the store
and create a "yes" and "no" column besides
each one to check mark if I need to buy it
this trip.

② Invest in a presentation folder
✦ This will allow us to put the pages of
magazine in and throw away the extra
clutter of the entire newspaper or magazine.

③ Labeling containers.
✦ Label as **Box 1** **Box 2**, etc and
then write a list describing what's
inside each box.

④ Create a gift bin
✦ Label the item with the name of its
future recipient and store it in the bin.

⑤ Find cheap organizers
✦ Like  muffin pans to store small items.

Find creative ways of using objects and
boxes I already have to use them as
storage boxes.

