

# FlyLady Decluttering Plan

## Daily Routine (15 minutes a day)

- ☐ Set a 15-minute timer.
- ☐ Pick the place where clutter piles up.
- ☐ Declutter only — no organizing yet!
- ☐ Throw away trash immediately.
- ☐ Put away items that belong elsewhere.
- ☐ Donate or give away items you don't love or use.
- ☐ Celebrate your small win!

## Weekly Focus (One area each week)

### Week 1: Entryway, Front Porch, Dining Room

- ☐ Clear clutter from the entry table.
- ☐ Toss old mail or flyers.
- ☐ Declutter shoes, bags, jackets.
- ☐ Clean off the dining table.
- ☐ Remove anything not used for dining.

### Week 2: Kitchen

- ☐ Clear kitchen counters.
- ☐ Toss expired food from the pantry and fridge.
- ☐ Declutter utensils, gadgets, and dishes.
- ☐ Wipe down cabinets.

### Week 3: Living Room

- ☐ Declutter coffee tables, and end tables.
- ☐ Donate old magazines or books.
- ☐ Tidy remotes, blankets, decor.
- ☐ Remove any non-living room items.

### Week 4: Bathroom

- ☐ Toss old makeup, lotions, or meds.
- ☐ Organize under-sink storage.
- ☐ Declutter towels, and washcloths.
- ☐ Wipe shelves and drawers.

### Week 5: Master Bedroom

- ☐ Clear off nightstands.
- ☐ Declutter dresser tops and drawers.
- ☐ Sort through closet (keep, donate, toss).
- ☐ Remove under-bed clutter.

### Week 6: Kids' Rooms

- ☐ Toss broken toys.
- ☐ Donate unused toys or clothes.
- ☐ Tidy bookshelves.
- ☐ Simplify storage bins.

### Week 7: Home Office / Paper Clutter

- ☐ Shred junk mail and old paperwork.
- ☐ File important documents.
- ☐ Declutter desktop.
- ☐ Donate or recycle old supplies.

### Week 8: Laundry Room

- ☐ Toss old/empty cleaning products.
- ☐ Organize laundry supplies.
- ☐ Clear countertops or shelves.
- ☐ Sweep and wipe down appliances.