

home

BEDROOMS

- Donate all clothes, shoes, toys, and accessories that do not fit or have not been worn/used/played with in the last year.
- Toss all clothes, shoes, toys, and accessories that have holes, broken zippers, stains, etc.
- Separate clothes, shoes, and accessories into seasons (i.e. winter coats, mittens, and boots). Place in storage bins, label, and store under bed or in closet.
- Organize jewelry. Toss any unmatched earrings or broken pieces and donate costume jewelry you have not worn in a year.
- Toss, donate, and/or organize additional items in the room.
- Once room is decluttered, clean baseboards, door frames, and touch-up paint.
- Dust fans, light fixtures, lamp shades, décor, and vents.
- Replace light bulbs and clean windows, blinds, curtains, and rugs.

KITCHEN

- Go through cabinets, one at a time, and toss any items missing a lid, are never used, duplicate sizes, or have seen better days. Donate any items that are still in good condition.
- Toss or donate cookbooks that are never used.
- Toss all expired food items and donate any non-perishable items that you do not need.
- After you downsize each cabinet, give it a thorough cleaning (especially under the sink).
- Deep clean each appliance, defrost freezer, and vacuum fridge coils.
- Wipe down the outside of the cabinets and clean behind appliances.
- Replace light bulbs and clean windows, blinds, curtains, and rugs.

BATHROOMS

- Toss old, broken, unused, and expired medications and beauty products.
- Replace toothbrushes and clean makeup brushes.
- Once organized, clean baseboards, door frames, and touch-up paint.
- Wipe down cabinets and clean drawers.
- Dust light fixtures and vents.
- Deep clean tub, shower, and toilet.
- Tie a bag of vinegar around showerhead and leave overnight.
- Clean grout (DIY tip- use toilet bowl cleaner with a spout, let sit a few minutes, and scrub with a toothbrush).
- Replace light bulbs and clean windows, curtains, and rugs.

LIVING AREAS

- Organize electronics and donate any unused or duplicate items (i.e. movies, televisions, and music players).
- Toss broken items, old magazines, and extra cords.
- Donate or toss books and knick knacks that are no longer wanted.
- Clean baseboards, door frames, and touch-up paint.
- Dust fans, light fixtures, lamp shades, décor, and vents.
- Move furniture and vacuum.
- Clean upholstery, pillows, and blankets.
- Replace light bulbs and clean windows, curtains, and rugs.

LAUNDRY ROOM AND LINEN CLOSET

- Toss unused, ripped, and stained linens. Donate any items in good condition.
- Toss or donate unused cleaning products and sewing items.
- Clean baseboards, door frames, and touch-up paint.
- Clean under and behind washer/dryer.
- Run cleaning cycle in washer and clean out dryer vent and duct.
- Dust light fixtures and vents.
- Replace light bulbs and clean windows, blinds, curtains, and rugs.

OFFICE / DEN

- Organize drawers and file cabinets. Toss/shred old and unwanted items.
- File important papers and documents.
- Delete old and unwanted files, documents, photos, and apps on devices.
- Backup devices.
- Toss/ donate books, office supplies, and devices.
- Clean baseboards, door frames, and touch-up paint.
- Dust fans, light fixtures, lamp shades, décor, and vents.
- Replace light bulbs and clean windows, blinds, curtains, and rugs.

GARAGE / STORAGE AREAS

- Toss or donate tools, hardware, garden equipment, holiday decorations, recreational items, pet supplies, sports equipment, and other items that are unused or broken.
- Toss wrapping paper scraps, unwanted or almost empty candles, extra cords, duplicate items, and old electronics.
- Clean and organize leftover items. Clearly label storage bins.
- Replace light bulbs, dust vents, and give a thorough cleaning.

mind

- After each room is complete, take a whole day to yourself to relax and renew.
- Write down your short and long-term goals. Be sure to include your dreams- the ones that keep resurfacing in your mind. Now is the time to dream big and commit to achieving all that you desire!
- Rid your mind of self-doubt and fear.
- Ditch bad habits- smoking, excessive screen time, binge eating, losing your temper- find the support and start quitting today!
- Unplug. No devices during meals, put away the phones before bedtime, and consider taking an entire day off from social media. This may be the hardest, but most important step in improving your mental health.
- Avoid negative news. We are surrounded by news of death, destruction, and despair. While we cannot ignore it completely, we can control how much of it we see throughout the day.
- Clear your life of toxic relationships.
- Forgive and ask for forgiveness. Holding a grudge and struggling with guilt can consume our lives. Do the right thing and set yourself free.

body

- Begin and end your day with a good stretch.
- Wake up to a cold shower. Just a couple minutes is all it takes to improve circulation, increase alertness, and boost your immunity.
- At least 3 days a week, complete your favorite MAX Training workout. On the other days, aim for at least 30 minutes of physical activity (i.e. walking, swimming, yoga).
- Increase your water intake. Daily requirement is half your bodyweight in ounces (example- 160 lbs. adult should consume 80 ounces of water a day).
- Load up on fresh, seasonal fruits and veggies. Support your local farmers and visit a farmer's market or u-pick farm.
- Or, consider gardening and grow your own food. Besides fresh food in your backyard, gardening is proven to be therapeutic.
- Spend time outside...barefoot.
- Play. Run through a sprinkler, jump on a trampoline, join a game of Frisbee, anything to get your body moving and put a smile on your face!
- Get the recommended 7-8 hours of sleep.
- Schedule doctor appointments and health screenings. Seriously, stop avoiding your dentist appointment.
- Speaking of dentist, pay close attention to your dental health. Brush twice a day for the full two minutes and don't forget to floss.
- Maintain good posture throughout the day. Keeping your body aligned while standing, sitting, and sleeping allows your body to work efficiently.
- Ditch the junk food. No need to go cold turkey, just enjoy your favorite foods in moderation while maintaining a healthy, balanced diet.