

# SPRING CLEANING AND DECLUTTERING AT A GLANCE SHEET

## 2 RULES TO END THE CLUTTER CYCLE

- One In, One Out.
- Everything must have a home.

## CREATE BALANCE

- Do/Have Less.
- Get Help.

## ORGANIZATION RULE

Like With Like and of course, has a home.

## 3 CLUTTER QUESTIONS

- Why Do I Have This Problem? And Why Is That?
- Why Is That a Problem?
- How Can I Fix It?

## MAKING TIME TO COMBAT CLUTTER

- Change a habit. Head for a pile instead of the couch or computer desk.
- Use MICRO TIME POCKETS – kettle boiling time, microwave time etc.
- Combine passive activities with active activities. eg. Clear clutter during commercials.

**CLUTTER GAMES** – More Clutter Games - <http://queenofkaos.com/home/clearing-clutter-games/>

**Clear the Room Exercise** - clear the room and start over. Bring as little as possible back in.

**Grab your Camera. Be a Realtor** - Look at your house with new eyes.

**Home Alone** - If you can have your kids stay overnight with friends or relatives, use the time to focus on your habits. Notice what changes you can make to set a good example and make things easier. Notice what works.

## MAKE A CLEAR SPACE MINDSET THE FOUNDATION OF YOUR CHOICES

# SPRING CLEANING

**TOOLS** – More details at <http://queenofkaos.com/home/springcleaningtools/>

- Cleaning Caddy
- MOM'S Toolbox
- 3 Clutter Boxes - To Sort, To Give Away, Garbage

## BASIC PROCEEDURE

- **MAJOR AREAS** - Bedroom, Kitchen, Livingroom, Bathroom.
- **WORK ON ONE AREA PER WEEK** -  
DAY 1-Declutter, DAY2 -Surfaces, DAY3-Linens, DAY4-Shelves and Closets, DAY 5-Floors, DAY 6-Catch Up.
- **20 Minute Per Day – Use a timer.** You can break down through the day if you need to. I like to set the timer 4 x 5 minutes, I work faster that way. Work fast with focus.
- **6 Weeks Total** - 2 Weeks in Kitchen - one general and one cupboards.
- **1 week at the end for catch up** in any area you wish and **one day of rest per week.**

**A FEW OF MY FAVOURITE SITES** - Great clutter and organization ideas.

[www.unclutterer.com](http://www.unclutterer.com)

<http://www.stacksandstacks.com/blog/> - Clutter Control Freak Blog

**RAW INSPIRATION** - These sites make me WANT to do better - extreme creativity!

[www.designspongeonline.com](http://www.designspongeonline.com)

[www.theinspiredroom.net](http://www.theinspiredroom.net)

## HELPFUL LINKS

**Shop Less - Pay With Cash**

<http://queenofkaos.com/home/frugal-living-ideas/sav-money-pay-with-cash/>

**Bedroom Clearing Project**

[http://queenofkaos.com/home/clutter\\_control/learning-to-let-go-part-one/](http://queenofkaos.com/home/clutter_control/learning-to-let-go-part-one/)

## Creating Homes and Stations for Things

<http://queenofkaos.com/home/housework-schedules/home-work-stations/>

## Getting Kids to Help With Housework

<http://queenofkaos.com/home/kids-chores/how-to-get-others-to-help-keep-the-house-clean/>

## Create Your Own 'My Clean House' Planner

<http://queenofkaos.com/home/day-1-create-your-home-base-action-planner/>

## Queen of KAOS Blog

<http://queenofkaos.com/home/>

## DON'T MISS THE SPRING INTO SPRING CLEANING CHALLENGE

Includes Spring Cleaning Tips With Mom ebook

<http://www.queenofkaos.com/kaosfree/springcleaning/about.shtml>

**HOW TO USE THIS TIP SHEET** – Sometimes it's easier to develop new habits a few at a time. You can do this by choosing a section of tips, (eg. 2 Rules to End the Clutter Cycle) writing them on a recipe card or something similar and keeping it where you can see it to remind you.



Kudos to you on your Spring Cleaning and Decluttering efforts, you and your family are worth it!

If it seems overwhelming remember, you can get there one piece at a time.

Every day can be better than it was. **And the next can be even better.**