

# Tidying Checklist

## Remember - Work by Category

<b>1. Clothing</b> Tops Bottoms Clothes that Hang Underwear, Socks, Scarves Shoes, Handbags, Belts, Special	<b>2. Books</b> General Fiction and non Fiction Cookbooks Craft Books Phonebooks Phototype books Magazines Reference Books Children's Fiction Children's Non Fiction	<b>3. Papers</b> Warranties & Manuals Pay slips Bills/Statements/Notices Insurance Documents Birth/Marriage Certificate Passports Court Paperwork Tax Notes from Lectures Loose Receipts Coupons Used Cheque books Business Cards Greeting Cards Gift Wrap and Tissue Paper Thank You Notes						
<b>4. Miscellaneous</b> <table> <tr> <td data-bbox="39 779 491 1821"> <b>Kitchen</b>  Paper or Plastic Bags  Reusable Shopping Bags  Zip top / Fold Top Bags  Storage Containers (T'ware, Tins etc  Lids  Disposable dishes  Paper Towels, Serviettes  Pots and Pans  Cutting Boards  Casserole Dishes  Steamer Baskets  Mixing Bowls  Baking Pans / Tins  Baking Utensils  Baking Accessories (candles, sprinkles etc  Racks  Mugs  Thermo Cups  Glasses  Stemware  Water bottles  Plates &amp; Bowls  Serving Utensils  Knives  Silverware  Cooking Utensils  Small Appliances  Canning Equipment  Dish Towels and Dish Cloths  Hot Pad Holders / Trivets  Sponges/Scrubbers  Cleaning Supplies (Detergent,  Pest Control </td><td data-bbox="507 779 997 1361"> <b>Pantry</b>  Spices  Flours  Additions (Gums/starches  Canned Products  Boxed Products  Whole Grains  Lollies / Candies / Chocolates  Oils  Nuts  Wines / Liquor  Condiments  Vinegars  Teas  Coffees  Sweeteners  Beans  Rice  Perishables </td><td data-bbox="1013 779 1544 1821"> <b>Office / Craft</b>  Spare Change  Credit Cards  Rewards Cards  Envelopes  Bubble wrap  Mailing Boxes  Filing Cabinets  Binders and Planners  Journals and Notebooks  Notepads  Hole Punches  Calendars  Diary  Clip Boards  Label Makers  Shredders  Staplers and Staples  Rubber Bands  Paper Clips  Binder Clips  Tacks  Labels  Pens  Pencils  Erasers/White out  Markers  Tape  Stickers  Music Players  CDs  DVD's  Videos  Electronic Cords </td></tr> <tr> <td data-bbox="39 1395 491 1821"></td><td data-bbox="507 1395 997 1798"> <b>Children's Rooms</b>  Building Toys  Dolls / Figurines (dinosaurs,  Reality Toys (Kitchen Sets, Tool Benches  Weapons, Shields  Costumes / Make up  Balls/ Marbles  Vehicles (doll strollers, toy cars  Models  Musical Instruments  Carriers (Slings,  Bath Toys  Soft Toys (teddies </td><td data-bbox="1013 1395 1544 1821"></td></tr> </table>			<b>Kitchen</b> Paper or Plastic Bags Reusable Shopping Bags Zip top / Fold Top Bags Storage Containers (T'ware, Tins etc Lids Disposable dishes Paper Towels, Serviettes Pots and Pans Cutting Boards Casserole Dishes Steamer Baskets Mixing Bowls Baking Pans / Tins Baking Utensils Baking Accessories (candles, sprinkles etc Racks Mugs Thermo Cups Glasses Stemware Water bottles Plates & Bowls Serving Utensils Knives Silverware Cooking Utensils Small Appliances Canning Equipment Dish Towels and Dish Cloths Hot Pad Holders / Trivets Sponges/Scrubbers Cleaning Supplies (Detergent, Pest Control	<b>Pantry</b> Spices Flours Additions (Gums/starches Canned Products Boxed Products Whole Grains Lollies / Candies / Chocolates Oils Nuts Wines / Liquor Condiments Vinegars Teas Coffees Sweeteners Beans Rice Perishables	<b>Office / Craft</b> Spare Change Credit Cards Rewards Cards Envelopes Bubble wrap Mailing Boxes Filing Cabinets Binders and Planners Journals and Notebooks Notepads Hole Punches Calendars Diary Clip Boards Label Makers Shredders Staplers and Staples Rubber Bands Paper Clips Binder Clips Tacks Labels Pens Pencils Erasers/White out Markers Tape Stickers Music Players CDs DVD's Videos Electronic Cords		<b>Children's Rooms</b> Building Toys Dolls / Figurines (dinosaurs, Reality Toys (Kitchen Sets, Tool Benches Weapons, Shields Costumes / Make up Balls/ Marbles Vehicles (doll strollers, toy cars Models Musical Instruments Carriers (Slings, Bath Toys Soft Toys (teddies	
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# Tidying Checklist

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<b>Bathroom</b> First Aid products (Bandages, Antiseptic Vitamins & Supplements Pain Relievers Medications Hair Products Hair Pin / Ties Brushes / Combs Hair Dryers / Curlers /Straighteners Curlers Shower Caps Shampoo Conditioner Perfume Makeup Makeup Bags Feminine Products Air Freshners Bathroom Cleaners Nail Care (clippers, files, pumice) Nail Polish Nail Polish Remover Trial Or sample Products / Minis from Hotel Spray bottles Razors and blades Trimmers Tweezers Shaving Creams Lotions Liquid and Bar Soaps Skin Care Products Moisturises Toothbrushes Toothpaste Floss Mouthwash	<b>Laundry</b> Laundry Soaps / Powders / Liquids Fabric Softeners Wool Wash Starches and pre treatments Colour run Baskets Iron and Ironing Boards  <b>Lounge / Living Room</b> DVD Players DVS's Blue Rays Video Games Video Game Players Board Games / Puzzles Collections Decorations / Knick Knacks Empty Frames / Albums Candles / Holders  <b>Linen</b> Bath Towels Hand Towels Wash Cloths / Flannels Sheets Blankets Pillows Pillow slips Tablecloths Placemats Serviettes Tea Towels  <b>Furniture</b> Lounges Chairs Tables and Desks Lamps	<b>Office / Craft</b> Phone Accessories Phones Spare Cords Computer Programs Computer Peripherals Email Subscriptions Misc. Craft Supplies Scrapbook Paper House Plants Yarn & Tools Fabric Sewing Supplies (Thread, etc Scissors Buttons/Zippers Felt Magnets Jewelry / Beading / Wire Embroidery Empty Electronic Boxes Glues Kid's Craft supplies  <b>Animals</b> Dishes Toys / Balls Collars / Leashes Kennels Beds / Scratch Towers Treats / Food Bedding First Aid / Care Medication  <b>Furniture</b> Book Shelves Pictures / Paintings / Wall Décor Beds Dressing Tables / Chests / Wardrobes
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<b>5. Sentimental {Family Memories / Nostalgia</b> Photos and Albums Completed Scrapbooks Personal Letters School Momentos Other
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<b>What to do with what you want to pass on?</b> Your local charity (Vinnies. Lifeline, Salvos, Rotary) <a href="http://www.ebay.com.au/">http://www.ebay.com.au/</a> <a href="http://www.gumtree.com.au/">http://www.gumtree.com.au/</a> <a href="#">Oz Recycle</a> <a href="http://recyclingnearyou.com.au">recyclingnearyou.com.au</a> <a href="https://www.freecycle.org/browse/AU">https://www.freecycle.org/browse/AU</a> The local Men's Shed
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