



J A I M E D E C L U T T E R S

Decluttering Examples

1. Two File Cabinets

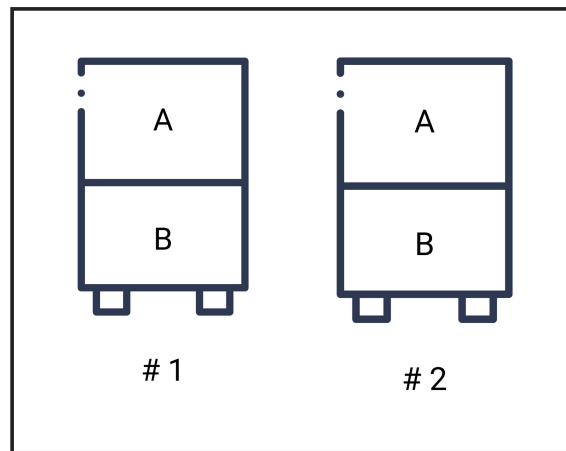
2. Kitchen Pantry

3. Mudroom



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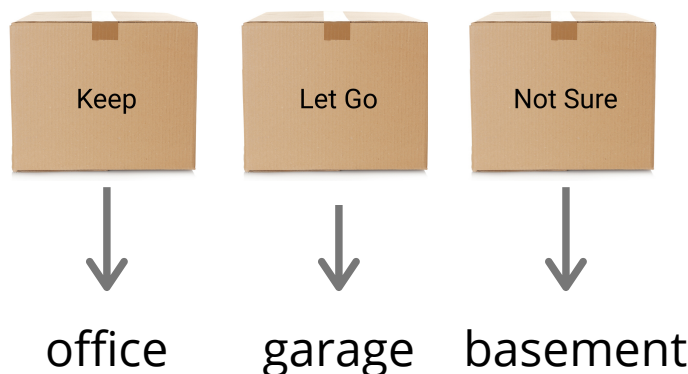
Two File Cabinets



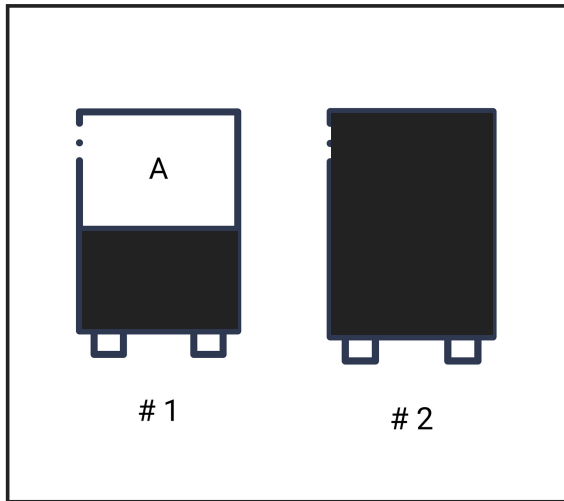
Before you begin

Have an open mindset

Label 3 boxes & decide temporary homes



File Cabinet 1, Drawer A



Step 1 : Sort

1. Take all papers out
2. Sift papers into 3-5 categories
3. Break these into sub-categories if you wish

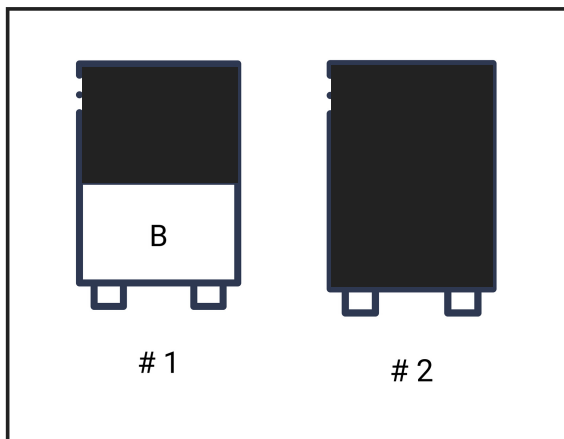
Step 2 : Curate

1. Take one sub-category. Look at each paper and place in a box: keep, let go, not sure
2. Continue one sub-category at a time until all papers are in one of the boxes

Step 3 : Organize

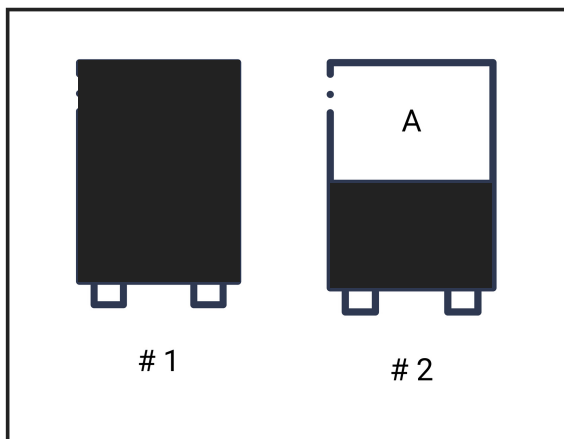
1. Move filled boxes to temporary homes
2. If a box isn't full, hold onto it for the next round...

Continue...



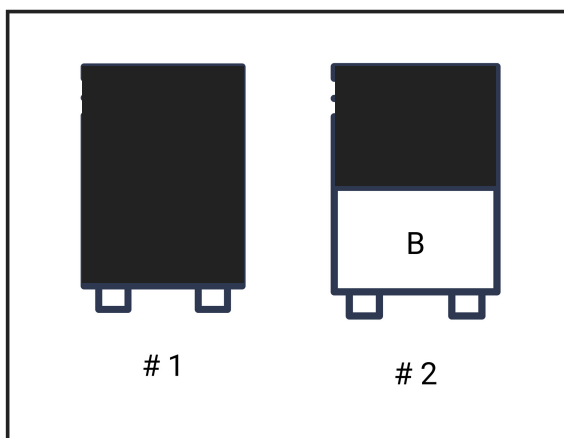
File Cabinet 1
Drawer B

1. Sort
2. Curate
3. Organize



File Cabinet 2
Drawer A

1. Sort
2. Curate
3. Organize



File Cabinet 2
Drawer B

1. Sort
2. Curate
3. Organize



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Finish Decluttering



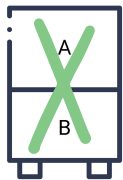
Consolidate all keep papers in cabinet 1



Recycle, Take shred items to UPS

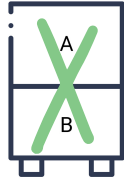


Let go after 3 months. Place date on boxes



2

Move file cabinet 2 to let go or not sure pile



1

A few months later: declutter cabinet 1 and consolidate to expanding file folder

Schedule Decluttering Sessions

You deserve a clutter-free home and I'm here to help. Schedule your first online decluttering session today.

Jaime Durheim

Call or Text:

(920) 988 - 4545

Email:

hello@jaimedeklutters.com

Facebook:

Jaime Declutters



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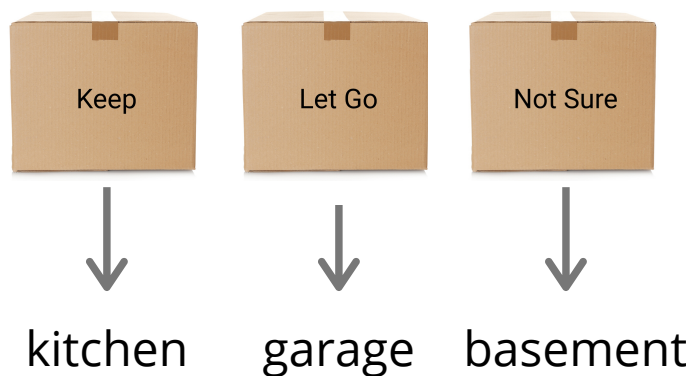
Kitchen Pantry



Before you begin

Have an open mindset

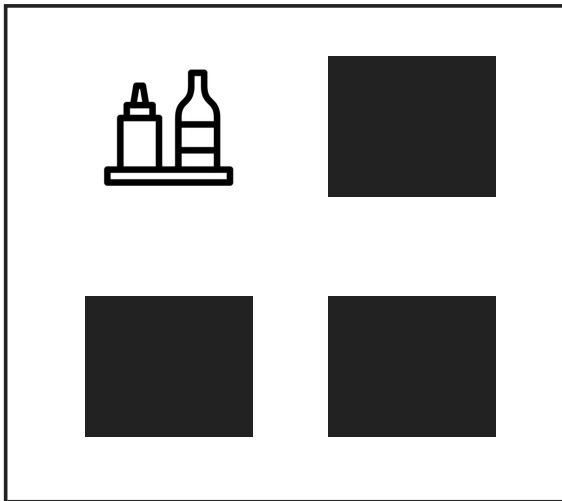
Label 3 boxes & decide temporary homes





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Kitchen Pantry, Shelf 1



Step 1 : Sort

1. Take all items out
2. Group items into 3-5 categories
3. Break these into sub-categories if you wish

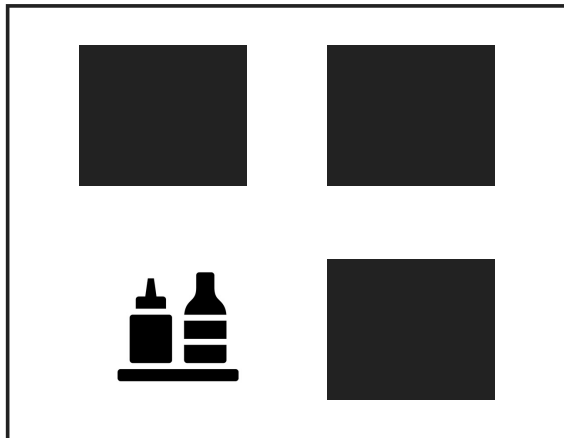
Step 2 : Curate

1. Take one sub-category. Look at each item and place in a box: keep, let go, not sure
2. Continue one sub-category at a time until all items are in one of the boxes

Step 3 : Organize

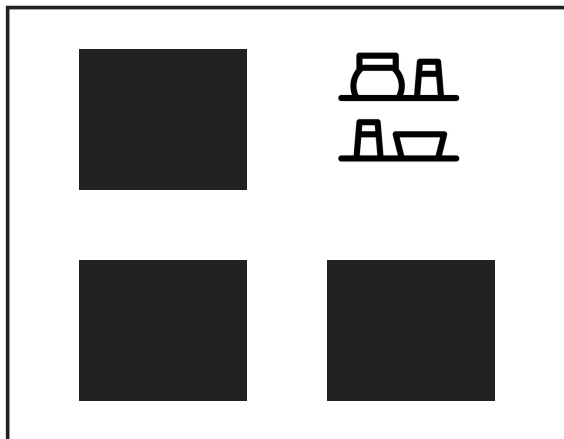
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Continue...



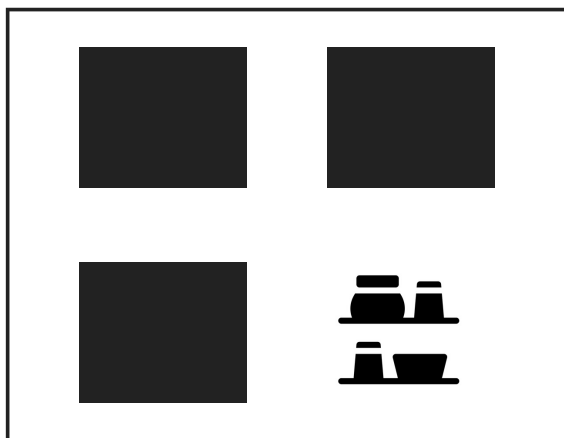
Kitchen Pantry
Shelf 2

1. Sort
2. Curate
3. Organize



Kitchen Pantry
Shelf 3

1. Sort
2. Curate
3. Organize



Kitchen Pantry
Shelf 4

1. Sort
2. Curate
3. Organize



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Finish Decluttering



Consolidate like items to same container/shelf



Expired items to trash, others to food bank



Donate after 3 months. Place date on boxes



Crowded pantry? Place extras with not sure pile



Favorite Pantry Org. Tools

- Le Parfait Jars
- iDesign Linus Deep Drawer Bins
- Wallies Chalkboard Labels

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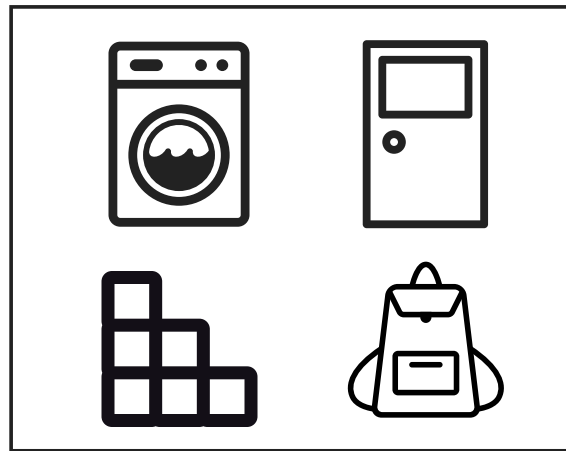
Facebook:

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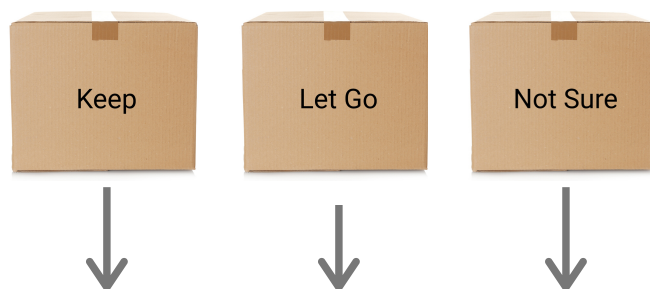
Mudroom



Before you begin

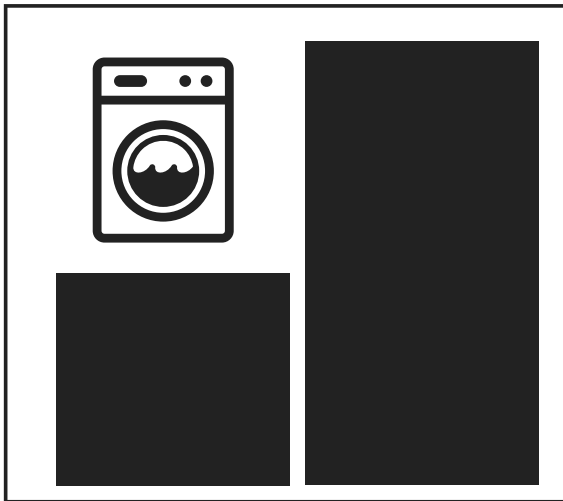
Have an open mindset

Label 3 boxes & decide temporary homes



mudroom garage basement

Mudroom, Laundry Space



Step 1 : Sort

1. Take all supplies out
2. Create 3-5 categories
3. Break these into sub-categories if you wish

Step 2 : Curate

1. Take one sub-category. Look at each item and place in a box: keep, let go, not sure
2. Continue one sub-category at a time until all items are in one of the boxes

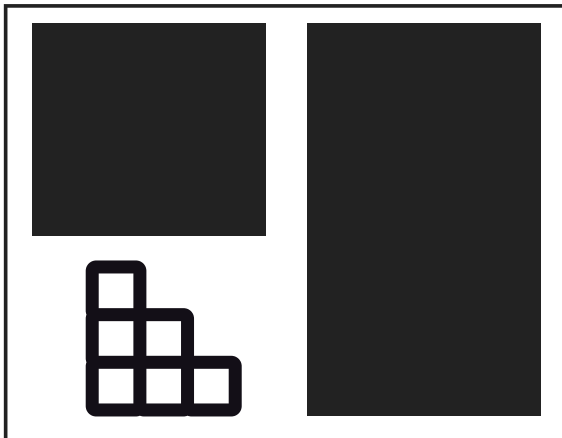
Step 3 : Organize

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J | D

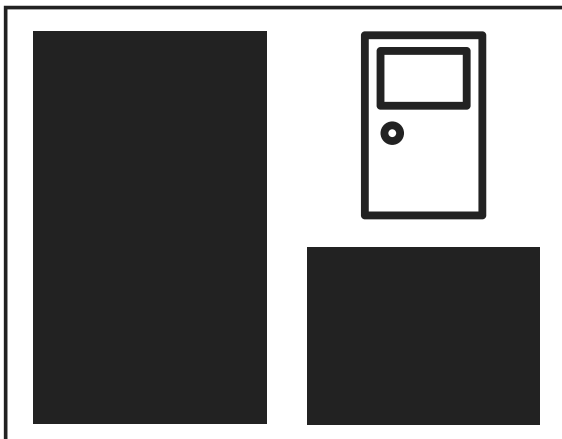
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Continue...



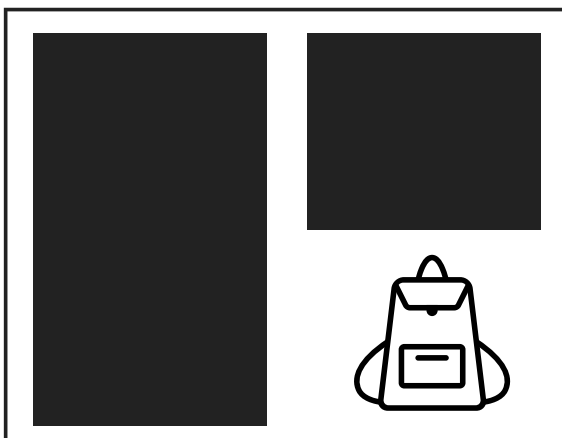
Mudroom
Cube Organizer

1. Sort
2. Curate
3. Organize



Mudroom
Closet

1. Sort
2. Curate
3. Organize



Mudroom
Items on Floor

1. Sort
2. Curate
3. Organize



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Finish Decluttering



Consolidate to
cabinets, hooks on
wall, and closet



Donate
Junk King
Terracycle



Let go after 3
months. Place
date on boxes

Tackling a full room is filled with a lot of small projects. To keep this task stress-free, focus on one small area at a time. Try to maximize wall space, minimize furniture, and set up your closet for ease of use (remodel to bench and hooks or customize with drawers).

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