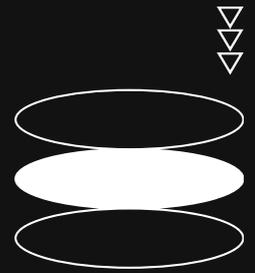




# DECLUTTER & ORGANIZE CHECKLIST (SMALL SPACES)

Step-by-step, room-by-room

Selfcampers.com — Practical Guides for the Modern Outdoor Lifestyle



This checklist provides a step-by-step guide to decluttering and organizing small spaces, making the most of limited square footage. It is designed to help you create a functional and aesthetically pleasing environment.

## Phase 1: Assessment and Planning

- **Define Your Goals:**  
What do you want to achieve with this decluttering project? Write down your objectives.
- **Inventory Your Space:**  
Take stock of everything you own in the space. Be thorough!
- **Create a Layout Plan:**  
Sketch out your ideal layout, considering furniture placement and storage solutions.
- **Gather Supplies:**  
Boxes, bags, labels, cleaning supplies, and any organizational tools you might need.

## Phase 2: Decluttering and Purging

- **Sort and Categorize:**  
Group similar items together to identify duplicates and assess what you truly need.
- **The Four-Box Method:**  
Label boxes: Keep, Donate, Sell, Trash. Sort items into the appropriate box.
- **Be Ruthless:**  
If you haven't used it in a year, seriously consider letting it go. Apply the Marie Kondo method: Does it spark joy?
- **Remove Items Immediately:**  
Don't let the Donate, Sell, and Trash boxes linger. Take them out of your space promptly.

## Phase 3: Organizing and Optimizing

- **Maximize Vertical Space:**  
Use shelves, wall-mounted organizers, and hanging solutions to utilize vertical areas.
- **Invest in Multi-Functional Furniture:**  
Ottomans with storage, fold-down desks, and convertible sofas are space-saving champions.
- **Create Zones:**  
Designate specific areas for different activities (e.g., a reading nook, a workspace).
- **Maintain Consistency:**  
Develop habits to keep your space organized. Put things back where they belong immediately after use.

### **Important Notice:**

Always prioritize safety when decluttering and organizing. Use appropriate protective gear when handling chemicals or heavy items. Be mindful of electrical cords and potential tripping hazards. If you're unsure about handling an item, consult a professional.

**Educational Purposes Only:** This checklist is for informational and educational purposes only. Regulations and requirements for waste disposal and safety vary—always verify rules for your location.

**Safety Warning:** Outdoor and small-space activities involve inherent risks. Follow all manufacturer instructions and safety guidelines. Selfcampers.com is not liable for outcomes related to the use of these resources.