



BEE ORGANIZED

Simplify Your Hive

FALL ORGANIZING CHECKLIST

The 3 rules to getting and STAYING organized:

Rule #1: Perform POWER PURGE

Rule #2: Assign a HOME for EVERYTHING

Rule #3: MAINTAIN

ENTRYWAY

- Go through fall accessories & shoes & store or purge what's too small or mismatched

KITCHEN

- Clean out, wipe down & organize cabinets & drawers
- Reorganize pantry & label
- Go through spices, oils & fridge condiments
- Organize items under sink

FAMILY ROOM

- Purge toys, books, magazines etc.
- Purge & organize games
- Organize cords, label & use cord tie to fasten

LINEN CLOSET

- Purge stained or frayed towels & sheets
- Organize sheet sizes in separate piles, fold fitted & flat sheets together
- Organize overflow of bathroom products
- Purge unwanted/unused linens, blankets, & pillows

OFFICE

- Throw away/donate accumulated junk
- Go through drawers & purge
- Create a filing system for important documents
- Recycle old technology

BATHROOMS

- Purge worn-out towels, wash cloths, and products not using
- Reorganize medicine cabinet
- Dispose of expired medicine

BEDROOM & CLOSETS

- Rotate or flip mattress
- Purge clothes & donate those you haven't worn
- Organize clothes in season
- Update with all matching hangers
- Purge & organize unworn/broken jewelry
- Purge socks that have holes or are mismatched
- Purge worn out/uncomfortable shoes
- Purge unwanted handbags

BASEMENT/GARAGE

- Pull everything out & purge first
- Declutter & reorganize with clear storage bins & label
- Organize tools, toys & outdoor equipment
- Get items off the floor when possible
- Organize seasonal items-donate what you no longer use
- Recycle unwanted paint cans

MISCELLANEOUS

- Create charging station for iPads, laptops, etc.
- Put away summer decor, bring out the fall