

End-of-Year Reset Checklist

Your step-by-step guide to start fresh before the new year.

Step 1: Quick Decluttering Wins

Start with small, manageable areas to build momentum.

- ✓ Clear off your kitchen countertops—remove items you don't use daily.
- ✓ Declutter your junk drawer—keep only essentials.
- ✓ Toss expired pantry items and fridge leftovers.
- ✓ Recycle old magazines, newspapers, and junk mail.
- ✓ Clear bathroom counters of unused products or clutter.
- ✓ Remove 5 items of clothing you haven't worn this year.
- ✓ Delete 10 unused apps from your phone or tablet.

Step 2: Room-by-Room Declutter

Kitchen 🔍

- ✓ Toss expired food, spices, and condiments.
- ✓ Donate duplicate or unused kitchen tools.
- ✓ Clear and organize one cabinet or drawer.

Living Room 🛋️

- ✓ Remove excess decor, old magazines, and papers.
- ✓ Return misplaced items to their proper home.
- ✓ Declutter your coffee table and side tables.

Bedroom

- ✓ Clear your nightstand—keep only essentials.
- ✓ Remove clothes you haven't worn in a year.
- ✓ Declutter dresser drawers—fold and organize.

Bathroom

- ✓ Toss expired medications, toiletries, and makeup.
- ✓ Organize under the sink—use bins for categories.
- ✓ Declutter your shower area—remove empty bottles.

Closets

- ✓ Remove 10 items you no longer wear or love.
- ✓ Donate clothes, shoes, or accessories in good condition.
- ✓ Sort items by category to streamline your space.

Step 3: Paper & Digital Declutter

- ✓ Recycle or shred junk mail and old papers.
- ✓ Organize important documents into folders or files.
- ✓ Delete unnecessary emails—unsubscribe from newsletters you don't read.
- ✓ Clear your phone's photo gallery—delete duplicates and blurry shots.

Step 4: Let Go of Sentimental Clutter

- ✓ Keep only items that hold deep meaning or bring you joy.
- ✓ Take photos of sentimental items to preserve the memory without keeping the object.
- ✓ Create a small “memory box” for treasured keepsakes.

Step 5: Daily Habits to Keep Clutter Away

- ✓ Spend 10 minutes each day tidying one area.

- ✓ Keep surfaces clear—return items to their proper place daily.
- ✓ Follow the “One-Step” rule: instead of setting something down just to put it away later, get it to its home in just one step.
- ✓ Follow the “One Minute” rule: if it takes less than one minute to complete a task, do it NOW instead of telling yourself you’ll do it later.
- ✓ Follow the “One-In, One-Out” rule: For every new item, let one go.

Celebrate Your Progress!

Decluttering doesn’t have to be overwhelming. Follow this checklist step by step, and by the new year, you’ll enjoy a cleaner, calmer home ready for a fresh start.



The 21-Day Challenge:

Transform Your Home Transform Your Heart

how to declutter, get organized, and forever change your
mindset for a calm, welcoming home **in just 3 weeks**

Want to take your decluttering to the next level? Check out my 21-Day Decluttering Challenge, designed to help families shift their mindset about clutter, create simple and sustainable habits, and work together to keep their home peaceful and organized.

Each day includes a motivational mindset statement, a practical habit/task, and a way to involve the whole family for lasting change.

[Find it here!](#)