



1. Take it one step at a time.
2. Don't try to do too much all at once.
3. Enlist a friend to help keep you motivated.
4. Tackle one pile or one small space at a time.
5. REMEMBER you will make a mess; it will most likely get worse before it gets better.
6. Not all clutter is trash, consider using a consignment shop.
7. Don't worry that you paid good money for it. Donated items are a tax write off.
8. Store your receipts in a check file organizer by month, that way you can purge after 90 days when most retailers stop accepting returns.
9. Only purchase storage items once you've completely finished purging.
10. Many local charities will pick up your donations right from your front door.
11. Make sure you set up an in and an out box for your mail to help avoid clutter from accumulating.
12. Allow yourself scheduled breaks to enable you to pace yourself while breaking up your projects into smaller mini projects.
13. Only keep those things you absolutely love and use.
14. Cut pictures out of magazines that you can hang on the fridge to remind you of your goal to get it together.
15. When having a hard time parting with a memento you never actually use, consider giving it to a friend you think may find it useful to have.
16. Keep your containers similar in style, all leather, all clear plastic or everything the same color to help make your space appear more uniformed.
17. Use drawer dividers in every drawer. Dividers tend to make you more organized by compartmentalizing your things like makeup, lingerie and office supplies.
18. If it is soiled, chipped, broken or damaged get rid of it.
19. If it's a duplicate give yourself permission to let it go.
20. **Quick Tips:** Place your wool and cashmere sweaters in a [plastic Ziploc bag](#) and place in the freezer overnight before packing away for the season. The cold will kill any moth or bug larva that might hatch while in storage.