



1. Throw out anything that is not being used because it is old, broken, stale, expired and obsolete or a duplicate.
2. Decide on what you'll tackle first. (repeat steps 4-7 for each)
3. Focus on cleaning the 4 most used storage areas.
 - Refrigerator
 - Pantry
 - Drawers
 - Cabinets
4. Take everything out and set on counter.
5. Wipe down and disinfect shelves.
6. Clean dust or sticky food off of items before returning them to their fresh new home.
7. Store like items together, zoning them for convenience and accessibility.