

Conquer Your Clutter for Good

Learn the essential steps to getting and staying organized.

STEP 1. SORT

What stays?

You love it.

What goes?

You don't love it. It's broken, obsolete or redundant.

What lives elsewhere?

It doesn't belong to you or is needed somewhere else.

STEP 2. ORGANIZE

Keep like items together.

Give your belongings a place where they live.

Label everything.

Who uses the space?

Consider age & accessibility.

What's being stored?

Do items need containers, hooks or hangers?

How frequently are the items used?

Items used daily need to live where they are accessed most easily.

STEP 3. SIMPLIFY

Reduce. Say yes to less.

Regift. You can love the person and not the gift.

Recycle. Keep what you can out of a landfill.

STEP 4. TAP

If you are stuck at any point in the organizing process, simply tap on the acupressure points to gain clarity and calm your nervous system.

Utilize one of these options while you tap through the points:

A. Simply repeat the phrase "I am so overwhelmed."

B. Use a script.

C. Verbalize your obstacles out loud.

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Organize your space. Transform your life.

