

How to Dejunk

- * Tools you will need: Shoebox
- * 3 boxes, bins or laundry baskets (one needs to be a produce box)
- * Large garbage bags (tall kitchen garbage bags and or leaf and lawn size)
- * a pen and pad
- * a timer
- * a piggy bank or small jar
- * and several produce boxes (apple boxes work best, they have lids and handles)
- * Label the three boxes: Give away/sell, Storage and Put away (you can use 2 laundry baskets in place of two boxes, one of the three needs to be a produce box or plastic storage bin)
- * Work around the room clockwise, start @ 12:00
- * Set your timer for 30 minutes to an hour, if necessary it can be done 15 min at a time.
- * If 12:00 is a closet or a dresser, then you open it up and begin inside it.
- * Pick up and look at each item. Do you love it? It is a keeper.
- * If it belongs in that room, put it where it goes now. If it belongs in another room, put it in the "Put away box," if it is a seasonal item it goes in the storage box (which must be a produce box or tote).
- * If you haven't slept in it, went out dressed in it, or used it, it goes!
- * If it is broken, it goes.

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- * If it doesn't belong to you, make a note to call the person to come get it and give them a date to come, let them know if they don't come but the date they agreed on it is outie!
- * An item that is designated for storage is anything that is only used seasonally, such as a Halloween costume and it is November, a holiday decoration and the holiday has long past, a bikini top and it is not swimming weather, or a scarf and it is August.... you get the picture.
- * An item that is not garbage and you do not love, or haven't used, can't use, doesn't fit, or won't use, goes in the giveaway/sell box.
- * In the shoe box you will put small things, photographs, really old film that needs to be developed, pens, safety pins, hair clips, jewelry (check if the pens work on your pad, if they don't, throw them out), etc.
- * Loose change you find goes in the piggy bank or small jar.
- * Continue that way around the room until the timer goes off.

When it does you take a 15 minute brake, set your timer.

If you have to stop for that session, then determine a time to begin again, and respect your appointment. (Example: de-junk @ 4:00, for 30 min.) But if you stop until "later", you must empty boxes (except storage) by putting items in appropriate spaces.

- * When the "Storage" box is full, put the lid on it and put it in the area of your house where storage is kept. It doesn't matter that there are scarves and bathing suits in that box. Later, the storage area will be organized. Get another produce box and start anew.
- * When the Put Away box is full, stop what you are doing, even if the timer has not gone off, and put away all of those times in the rooms they belong. You will continue this even if your timer goes off, until that box is empty.

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- * Put your “Give Away/Sell” items into the tall kitchen garbage bags and bring them out to the car now.
- * Take the garbage out of the house.
- * Write down on the pad any items that you need to get for that room or anything you may need to remember. (Example: line drawers and cabinets, call Julia to pick up her kids right glove, get hooks for back packs and jackets, get a mirror and a shelf, get a drawer organizer, get accordion folder for kids papers.)