

Ultimate House Organising Checklist

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KITCHEN

- Clear the countertops
- Organise the kitchen drawers by category
- Throw anything outdated
- Keep the regularly used kitchen stuff in a separate cabinet where you can easily reach

LOUNGE

- Straighten the cushions
- Organise the books and magazines on the coffee table
- Rearrange the flower vase
- Put toys in a basket

BEDROOM

- Clean the drawers, cabinets, floor and under the bed
- Fold the blanket after you make the bed
- Put the soiled clothing in the laundry basket
- Organise your wardrobe and dressing table
- Replace the curtains. Take out the rubbish bin

BATHROOM

- Tidy up the sink, shower racks and vanity counters
- Replace dirty towels and rugs
- Organise the toiletries cabinet
- Take out the rubbish bin.

HOME OFFICE

- Organise your files and loose papers
- Organise loose cords
- Categorise the drawers according to use
- Take out the rubbish bin

ENTRY WAY

- Straighten mats or rugs
- Remove the items that you do not use anymore, such as shoes, jackets and umbrellas
- Organise the shoes and boots using a shoe rack