



**The Power of**  
*Decluttering*  
**Your Home**  
Connie Paradise



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# Introduction

Are you exhausted from the constant battle with disorder? The new blouse you planned to wear tonight has mysteriously vanished into the depths of your closet. Where did you stash your kid's birthday present so cleverly, and now it's nowhere to be found? The bill due yesterday is playing hide and seek in that pile on your desk. I understand the frustration, and I'm here to help.

In our fast-paced society, it's easy to accumulate a staggering amount of possessions and clutter. While we may appreciate the financial means to acquire things, it's important to pause and reflect: Do we really need them? Are they truly useful? Do we even love them? These questions can help us reassess our relationship with our belongings and pave the way for a more organized and simplified life.

You want order in your home and office, but where do you begin with this monumental project? I've got you covered with our checklists and worksheets to help organize and simplify your life. Say goodbye to chaos and hello to a fresh new start!

# Why We Acquire Stuff

Before starting any decluttering plan, it's crucial to understand why we acquired all this stuff and the reason behind it. Without a clear understanding, your efforts may be futile after all the work, only to see clutter creeping back into your life. This plan will guide you in transforming each aspect of your life, from reducing stress to increasing overall happiness. It all starts with small changes and a commitment to follow through.

Although we have free will when deciding to pull out our credit cards and wallets to buy, you might argue that marketers, advertisers, corporations, or capitalism are to blame. Even if this is so, what compels us to buy things that we don't need in the first place?





These are a few of the prominent reasons:

- Advertising influences us more than we realize.
- We believe accumulating possessions is the key to feeling secure.
- We believe owning things will bring us joy.
- We compare ourselves to others
- We compensate for shortcomings by seeking confidence in possessions.
- Our memories have a strong hold on us.
- Feelings of guilt or obligation can sometimes prevent us from taking action or making a decision.
- We think we might need it someday

Do any of these resonate with you? It happens to the best of us, but being conscious of the factors influencing our purchasing decisions can help us break the cycle. By understanding what drives us to make unnecessary purchases, we can take steps towards more mindful and intentional shopping habits to keep our homes in order once and for all.





# Clutter is Unnecessary

The simplest definition of clutter is disorganized or unnecessary items that occupy space. In other words, anything that no longer serves a purpose or has no business being there. Looking around your home, you have more than one spatula shaped like a gingerbread cookie because they were having an after-Christmas sale, and you couldn't resist it. Maybe you'll give it to someone next year. Or perhaps you were bored, and your Amazon app whispered to you. Or were you trying to keep up appearances with friends, or was it more exciting as you envisioned buying it rather than owning it? If it is no longer valuable to you, it should be in the trash or passed on to someone else.


Old or new, if it has no value to you, it's clutter. My mantra is that if it doesn't add to your life, let it go. The slacks with the price tag still dangling from the waistband are clutter. The folder with 10-year-old bank statements is clutter! The cords from the electronics you replaced years ago are nothing but clutter! The real question here is whether your "things" enrich your life.





There is nothing inherently wrong with material possessions. The Universe has bestowed us with plenty, and it wants us to enjoy them. However, when our possessions become disorganized and start controlling our lives, it's time to take action. For instance, when you're constantly losing your keys, or your dog's leash is buried under piles of newspapers, or your suit for an important meeting tomorrow is still at the cleaners, it's time to declutter and reorganize.





# Clutter is a Silent Energy Drainer

Clutter is nothing but stagnated energy, and it says a lot about you and where your life is going. Clutter and disliked items in your living space can block positive energy flow and lead to feeling uninspired and drained. Nothing new can flow into your life until you clear a space and make room for it. Clutter restricts your view of the surrounding beauty and the invitation of anything new and exciting into your life. Simply stated, clutter blocks good things from reaching you.

Many of these things in the store and now in your home seemed exciting to you but lost their luster once they crossed your threshold. Now, they are hidden out of the way in the "guest bedroom," along with the other boxes and piles of stuff collecting dust. They no longer give you that feeling of joy when you purchased them; in fact, you don't even know where they are. It's crazy how these things can make you so happy when you buy them, but they lose their luster quickly. On the other hand, a space free of clutter attracts harmony and abundance into your life. Decluttering, or getting rid of the mess, will bring about an immediate energy shift. Your space will feel lighter and calmer.






# When Clutter Gets Out of Hand

Have you ever noticed how clutter seems to have a sneaky way of creeping up on you? One day, everything is tidy and organized, and the next, you're surrounded by piles of stuff seemingly appearing out of nowhere. It's almost as if clutter has a life of its own! But did you know that clutter can be a form of addiction and can be the cause of the pile-up? That's right - emotions like fear, guilt, and obligation can drive this kind of addictive behavior. The worst part is that it can leave you feeling trapped in the past and completely exhausted when you think about dealing with it. So, let's take control of our clutter and free ourselves from its grasp!

Creating physical chaos in our surroundings often begins with our thought process. It's fascinating how our thoughts can manifest into clutter and disarray in our physical environment. We get overwhelmed, distracted, and lose the ability to concentrate. We understand that we need to get organized, but the thought of the massive task ahead freezes us in our tracks. A lack of organizational skills and knowing where to start sometimes grips us with fear. Identifying one small thing you can do now that seems manageable helps to overcome this fear.



# Decluttering is Powerful

If you're overwhelmed by clutter, getting rid of it can positively impact your mental health and create a more organized living space. Just imagine the feeling of walking into a tidy room in your home, free from the chaos of the unnecessary. Wouldn't you feel more relaxed and focused, making you more productive and efficient in your daily tasks?

Clearing clutter is the first step to enjoying the beauty around us. An organized life gives us more time, less aggravation, better health, and the opportunity to accomplish more with joy rather than frustration. It uncovers what truly matters to us. It leaves time to develop relationships and enjoy the experiences that life has to offer.

Creating a clutter-free space is powerful. When you free yourself from clutter, your life becomes manageable. Think about the space this junk takes up in your home, heart, and mind. Trust me, you'll feel liberation and freedom from getting rid of it. It's true that organizing is a big task and can sometimes be overwhelming. But don't let that stop you from getting started, and certainly don't quit midstream once you do. It's worth it to commit and finish this project.

# A Welcome Surprise

As you begin clearing one small space after another, an unexpected revelation hits you; the more you tame, the more you realize that your day-to-day activities become more manageable, and the more you are motivated to organize. It's like learning you are running a marathon with 10-pound weights strapped on your ankles and shaving minutes off your time when you drop them. You can finally take a breath. The benefits of eliminating clutter will surprise you and can bring inner peace, calmness, and enthusiasm for the days ahead. You are aiming in one direction, and that alone is a relief. So, what are you waiting for? Start clearing clutter today and experience the benefits for yourself! Let's get started!





# Making a Commitment

I firmly believe that staying organized is a key to happiness. Focusing on what brings you joy is more manageable when everything is in order. Organizing is fun, but I know it isn't easy for everyone to tackle. That's why committing to getting organized before beginning your journey is essential. Without your commitment, you could find yourself right back where you started within a matter of months. You drape an article of clothing over a chair, thinking you'll hang it up later. Then, you leave your shoes at the front door and drop off your coat on your way to feed the dog. The next thing you know, you're looking for your car keys the next morning, and soon the whole thing comes unraveled.

Committing to making changes in your life is a mindset. When you feel your commitment wavering, even the slightest, lock in on the value of an organized home and the joy and peace it will bring you and your loved ones. You'll have more time to do what you want if you make the time to get organized and set up systems to keep it this way.

# Let It Go

My easy mantra for decluttering is, "If it doesn't add to your life, let it go." Simple. Please think about this with every item you touch, especially those you are on the fence about. By being ready to let go of anything that no longer serves you, you are left with only the things that you find functional or beautiful and that bring you joy. Decluttering can be a rejuvenating experience. I'm not suggesting that you get rid of everything except the furniture, but rather to keep only the items you truly cherish.

Suppose you need help deciding whether to get rid of perfectly good clothes you haven't worn or other valuables. Remind yourself that someone will appreciate receiving them when you drop them off at a charity. The same goes for releasing a gift that doesn't suit your style but tweaks at your heartstrings. Remind yourself that it could be a blessing for someone.





# You Can Do This

Don't be intimidated. You are here because you want a change. An organized home can provide you with a sense of peace, joy, and well-being, making you more resilient and better equipped to face any challenges that might come your way. While there are many aspects of life that you cannot control, you can always choose to set up your home in a way that brings you comfort and helps you deal with situations that arise.

Starting with one drawer or room and keeping only the things that matter will give you a feeling of accomplishment as you finish. In our throwaway world, so many possessions "we're afraid we'll need if we toss them" can be purchased for a few dollars if we need them later.

You can do this. Our guide and worksheets will take you through each room in your house and provide a plan to help you declutter your space. Another great advantage of decluttering first is that you won't manage the things you don't want.

You'll take it step-by-step with a timeline that you set. You can achieve it over the next month, three months, or 12 months, so there is no pressure, but the faster you complete it, the better. Set the period you think is manageable. It's totally up to you.





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IF IT DOES  
NOT ADD TO  
YOUR LIFE, GET  
RID OF IT.



# Start With An Action Plan

## a. Your Vision (Worksheet 1)

Are you excited to embark on a new journey? Let's start by taking a step back and looking at the big picture. The first and most crucial step is to identify your Vision. Your Vision is a vivid mental image of what you want your project to look like, especially a fanciful one of the future. What do you hope to achieve in your home? What would you like the outcome of this project to be? It might seem incomprehensible now, but stick with me, and we'll lay out the plan. Everything falls into place once you have a clear idea of where you want to go.

Go ahead and dream big. Picture walking into a peaceful and inviting home, everything in its place. You stroll to the cabinet and find that your dishes and glasses are conveniently stacked, your spices are fresh, the ones you count on the most lined up in the front, and your closet holds only the clothes you love and look good on you.

**Assignment 1 (Worksheet 1):** Write your Vision (marked a) in the pink bar at the top of Worksheet 1.



## b. Your Goals

Let's assume that your big Vision is an “organized home.” That might sound overwhelming and exhausting at the same time. You're questioning how in the world you will achieve this. You may think, "I don't have the time for this," but not so fast. Consider it might take extra time initially, but when you streamline your every day by decluttering, you will make up this time and much more in the future. You will have extra time to do what you want because you will spend less time working through and cleaning around clutter. Not only will it become easier to stay organized, but more importantly, your energy and motivation levels will skyrocket.

With your Vision in mind, break this Vision into smaller steps. Create your goals to align with your Vision of an organized home by starting with the life-changing ones that will have the most significant impact. Small projects such as organizing your shoe closet, bathroom drawers, or bedroom give you immediate success. Realizing the results from one of the goals will encourage you to move on to the next and the next.

Don't let the word "GOAL" scare you. We set small goals every day without even knowing it. Getting to work on time, paying our bills, and shuttling the kids out the door for school are all goals.

These are the small daily goals we accomplish to keep our lives spinning on course. That's all we are doing here: breaking the big "Vision" into smaller, manageable ones like you do daily.

Let's say you're aching to get your kitchen to make evening meals less stressful. Baking sheets are often stored beneath heavier pots and pans in kitchen cabinets or in the oven, requiring effort and noise to retrieve them. Your dishwasher needs emptying, breakfast dishes are still in the sink, and you just realized you forgot to thaw something for dinner. Coming home to an organized kitchen at this point would be nice, wouldn't it?

**Assignment 2 (Worksheet 1):** Enter your six (6) GOALS (marked b) in the gold ovals under your Vision.





### c. Your Tasks and Completion Date (Worksheet 2)

Now, here is where the entire process begins to look manageable. Once you set your goals, you'll break them down into smaller ones called "Tasks." You can add a date you want to complete the task, and voila, you're off to the races. Easy peasy, right? You have clear and specific small projects that have quick results. Most importantly, they will solve the main frustration points.

**Assignment 3: (Worksheet 2)** Print one Worksheet 2 for each Goal from Worksheet 1 you have written.

To keep your dream alive and focus sharp, you'll reiterate your Vision in the pink bar on each printed Worksheet 2. This is your guiding star, your ultimate objective. To be clear, if you have six (6) Goals, you'll have six copies of Worksheet 2, each reminding you of your Vision.

Keeping the Vision front and center is your secret weapon, especially when your enthusiasm wavers. Write one of your Goals from Worksheet 1 in the gold square on Worksheet 2 marked Goal, and check the month you have set aside time to accomplish it. This visual reminder will keep you focused and motivated, even when going is tough.



**Assignment 4: (Worksheet 2)** Write the tasks associated with each Goal on the worksheet that matches the Goal so you know the steps to take to complete the Goal.

d. Your Goals


If your Goal is to Organize the Linen Closet, your Tasks might look like this:

1. pull out everything
2. wipe down shelves
3. set aside old towels to donate to the pet shelter
4. fold towels and sheets the same way for best storage ( Google for a few neat ways to fold them according to your space size or how you want them to look)
5. toss expired products or those you no longer use
6. shop for baskets/boxes to sort products as used

Depending on how you want to organize, you might have more tasks, but this gives you an idea.

Add the date you want to complete the Goal and hang your Monthly Worksheet on the refrigerator or some spot you will see regularly. Remember, completing the decluttering project in a timely fashion is essential to maintaining your enthusiasm. The more you see results, both the beauty of the organized space AND





how it enhances your life, the more motivated you become. You can use these worksheets again for regular maintenance goals. The fun part is when you check the completed box.

#### d. Declutter

You'll need a few supplies.

- Trash bags or boxes
  - Cleaning supplies
  - Painters tape to mark off areas: donate, sell, toss
- Follow this process for each Goal
- Set aside time to declutter each room
  - -Decide what items you want to keep, donate, sell, go to another room, or throw away

An excellent first step is going through your house with a basket and throwing out trash and anything glaringly obvious you are sick of seeing and do not want. This alone will make you feel better and give you a small win immediately. Remember that no matter how small, each step you take will get you closer to your goals.

When you question whether you should get rid of those extra spatulas because you think you might need them, remember that new ones cost a few dollars should the occasion arise.



## I. Declutter the Kitchen

- Start with the pantry and throw away expired food.
- Remove any appliances or gadgets you don't use.
- Donate or sell excess dishes, glassware, and utensils.
- Organize remaining items by category, such as baking supplies or canned goods.
- Clean appliances.
- Clean under the sink and toss unused products.

## II. Declutter the Living Room

- Remove any items that don't belong in the room.
- Donate or sell excess furniture and decor.
- Organize remaining items, such as books and electronics.
- Consider a storage solution for items like DVDs and remote controls.
- Use baskets for blankets and remotes.

## III. Declutter the Bedrooms

- Start with clothing and donate or sell items you no longer wear.
- Organize remaining clothing by category, such as shirts or pants.
- Remove excess furniture and decor.
- Organize remaining items, such as books and electronics.



#### IV. Declutter the Bathrooms

- Start with expired medications and beauty products.
- Donate or sell excess towels or linens.
- Organize remaining items, such as toiletries and cleaning supplies.
- Consider a storage solution for items like makeup and hair tools.

#### V. Declutter the Office or Study

- Start with paperwork and shred or recycle unnecessary documents.
- Donate or sell excess office supplies.
- Organize remaining items, such as books and electronics.
- Consider a filing system for important documents.

#### VI. Declutter the Garage or Storage Room

- Donate or sell any items you no longer need or use.
- Organize remaining items by category, such as tools or seasonal decor.
- Consider a storage solution, such as shelves or bins.
- Sweep or vacuum the area to remove any dust or debris.

**Worksheet 3** is designed to help you schedule your time each week and plan the projects you intend to tackle.



# Conclusion

Decluttering your entire house can seem overwhelming, but with a step-by-step plan, you can do it. You can enjoy a more organized and stress-free home by starting with a plan, decluttering each room, and maintaining your space. Remember to take it one room at a time, be patient with yourself, and celebrate your success along the way.

Remember that you possess everything you need to lead a fulfilling life. You have unique strengths, talents, and qualities that make you who you are. You have the power to bring joy to the world, and in doing so, you can also bring happiness into your own life. It's important to recognize and appreciate these attributes within yourself and use them to pursue your goals and aspirations. So, always remember to appreciate and embrace your true self.

Once you've cleared the clutter, my book [\*\*Guide for Simple Luxuries: Elevate your Everyday With Ideas That Won't Break the Bank\*\*](#) will give you ideas for creating simple luxury for you, your home, and your loved ones.

# goal setting

## Vision

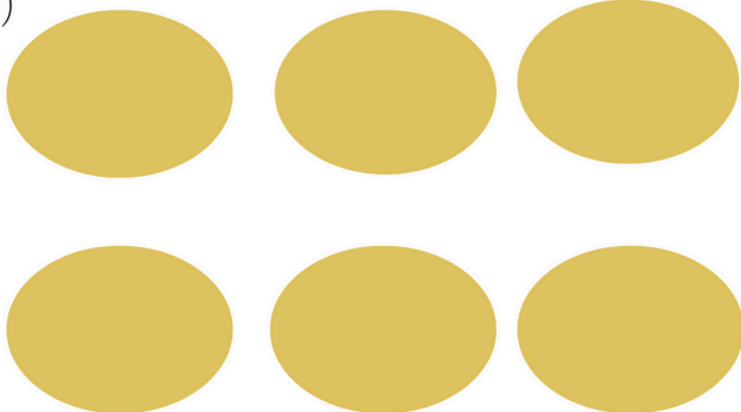
a)



### Stepping Stones to Success

FILL IN THE OVALS WITH GOALS TO ACHIEVE YOUR VISION

b)





# monthly

## PLANNER

Year:

jan   feb   mar   apr   may   jun   jul   aug   sep   oct   nov   dec

vision

goal

**If it doesn't  
add to your  
life, let it go.**

tasks

timeline

Due Date:

Completed:





# week *at a glance*

Mon	
Tue	
Wed	
Thurs	
Fri	
Sat	
Sun	