TIMBER & TREND

31-Day Declutter Calendar

One small zone a day, 15 to 20 minutes with a timer. Start any 1st of the month. Missed a day? Pick up where you left off.

Start date: _____ Timer: 15 / 20 min Drop-off day: _____

WEEK 1 · KITCHEN

1	2	3	4	5	6	7
☐ Junk drawer	☐ Utensils + gadgets	☐ Food storage + lids	☐ Mugs + glasses	☐ One pantry shelf	☐ Fridge + freezer	☐ Under the sink

WEEK 2 · BATH + BEDROOMS

8	9	10	11	12	13	14
☐ Medicine cabinet	☐ Bath counter + shower	☐ Towels + linens	☐ Nightstands	☐ Dresser drawers	☐ Closet: hanging	☐ Shoes, bags, coats

WEEK 3 · LIVING SPACES

15	16	17	18	19	20	21
☐ Coffee + side tables	☐ Bookshelves	☐ Games + puzzles	☐ Throws + pillows	☐ Holiday decor	☐ Entryway	☐ Toys or hobby bin

WEEK 4 · PAPER + STORAGE

22	23	24	25	26	27	28
☐ The paper pile	☐ Files to archive	☐ Desk + supplies	☐ Cords + electronics	☐ Batteries + bulbs	☐ Gift wrap + cards	☐ Laundry area

LAST STRETCH

29	30	31
☐ One storage shelf	☐ The car	☐ Out-the-door day

OUT THE DOOR THIS MONTH

Bags: _____ Boxes: _____ Drop-offs: _____

Maybe box open-by date: _____

FIVE SORTING SPOTS

☐ **Keep**	Used, wanted, back in its home
☐ **Elsewhere**	One basket; put away when the timer rings
☐ **Out the door**	Donate, sell, give, return
☐ **Special drop-off**	Batteries, electronics, medicines, paint
☐ **Trash + recycling**	Broken, stained, expired, missing parts

FOUR QUESTIONS

1. **Have I used it in the last year?**
2. **If it broke tomorrow, would I buy it again?**
3. **Do I have another that does the same job?**
4. **Can I name its home?**

TIMBER & TREND

Room-by-Room Declutter Checklist

Check off each zone as you finish it. Small zones count. Write anything to fix or buy in the notes, not on a mental list.

KITCHEN

- [ ] Junk drawer
- [ ] Utensils + gadgets
- [ ] Food storage containers + lids
- [ ] Mugs, glasses, water bottles
- [ ] Pantry shelves (check dates)
- [ ] Fridge + freezer
- [ ] Under the sink
- [ ] Counters: only daily-use items

LIVING SPACES

- [ ] Coffee + side tables
- [ ] Bookshelves
- [ ] Games + puzzles (count pieces)
- [ ] Throws + pillows
- [ ] Decor + holiday storage
- [ ] Toys or hobby bins

PAPER + DESK

- [ ] Mail + counter papers
- [ ] Files to archive box
- [ ] Desk drawers + pens
- [ ] Notebooks + planners
- [ ] Cords + chargers
- [ ] Old phones + electronics

CAR

- [ ] Glove box
- [ ] Door pockets + cup holders
- [ ] Trunk
- [ ] Car kit check

BATHROOMS

- [ ] Medicine cabinet (dates)
- [ ] Counter + drawers
- [ ] Shower + tub products
- [ ] Samples + travel sizes
- [ ] Towels
- [ ] Cleaning supplies

BEDROOMS + CLOSETS

- [ ] Nightstands
- [ ] Dresser, one drawer at a time
- [ ] Hanging clothes (hangers backward)
- [ ] Shoes
- [ ] Bags + coats
- [ ] Mend pile set aside
- [ ] Under the bed

ENTRY + LAUNDRY

- [ ] Hooks + coats
- [ ] Shoe pile
- [ ] Drop table by the door
- [ ] Detergents + stain removers
- [ ] Lost socks
- [ ] Linen closet

STORAGE + GARAGE

- [ ] Batteries + light bulbs
- [ ] Paint + chemicals (drop-off)
- [ ] Tools + hardware
- [ ] Seasonal + sports gear
- [ ] Gift wrap + cards

NOTES: TO FIX, TO BUY, TO ASK ABOUT

TIMBER & TREND

Out-the-Door Log

Everything leaving the house, where it goes and by when. Keep this list if you plan to deduct donations.

SPECIAL DROP-OFF (never in the trash or donation bag)

☐ **Batteries**	Tape lithium terminals or bag each one	WHERE _____	DATE _____
☐ **Old electronics**	Wipe personal data; remove batteries	WHERE _____	DATE _____
☐ **Medicines**	Take-back site or mail-back envelope	WHERE _____	DATE _____
☐ **Paint + cleaners**	Original containers; never mixed	WHERE _____	DATE _____

THE MAYBE BOX (one box only)

Sealed on: _____ Open by (3 months): _____ Not opened by then? It goes out unopened.

OUT THE DOOR

ITEM	DONATE / SELL / GIVE / RETURN	WHERE OR WHO	BY	DONE
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