

living room checklist

{declutter}

media:

- clean out video games & movies
- get rid of extra remotes, consoles, cords, etc.
- corral remotes in a basket or caddy
- label cords with a label maker
- wrap up extra wires with a twisty tie
- plug electronics in relative to their location
- make things you're likely to unplug accessible

toys:

- use a basket, toy box or cabinet to store toys
- return extras to bedrooms/play rooms
- create sets you can rotate rather than keeping all in one place

bookshelves & knickknacks:

- clean off shelves and get rid of accumulated stuff
- donate books that you've read but don't want to keep
- read & donate magazines, limiting yourself to three months of back issues
- pare back the number of knickknacks you have

{clean}

- dust ceiling fans & reverse fan direction
- dust high shelves, window & door frames
- dust entertainment centers/tvs
- dust shelves/knickknacks
- clean windows/mirrors/screens
- spot clean upholstery & carpet
- clean under couch cushions and under the couch
- wipe baseboards
- vacuum and/or mop

{maintain}

- clean up toys every day (once or twice a day)
- don't let flat surfaces accumulate stuff, find a home for it
- dust & clean glass/mirrors weekly