

Getting Rid of Clutter

(1) Taking 15 minutes each day to declutter an area, (2) using the 27-Fling Boogie, (3) and clearing your hotspots are among some of the most powerful tools you can use to create a more peaceful home. Remember: You cannot organize clutter - you can only organize the things you love!

I've included my tips on how to declutter. Put your home on a diet. If this is difficult for you, try reading one of my favourite books, "Clear Your Clutter with Feng Shui" by Karen Kingston.

1. How to Declutter – *This sounds huge, so I recommend only doing 15 minutes at a time.*

1. **When to Declutter:** Decide how often you are going to declutter a zone. Do a little every day - use a timer. But be warned - this can become compulsive! Once you get started you will want to clean like a banshee! Don't burn yourself out! Only do small amount at a time. The house did not get dirty overnight and it will not get clean overnight. When you set the timer you can only do two sessions at a time. This goal may seem unattainable right now, but you can do it in little pieces. In a couple of months, the whole house will be decluttered.
2. **Decluttering Equipment:** You will need garbage bags, boxes, magic markers, and a dust rag. Label the boxes "Give Away", "Throw Away", and "Put Away". Line the "Throw Away" box with a plastic garbage bag.
3. **Set your timer:** for 1 hour (or 30, 15, or 10 minutes - it doesn't matter how long). Just do the job as fast as you can and do not pull out more stuff than you can put away in that length of time. This means just one drawer, one closet (or even one shelf in one closet), one magazine rack, or digging under just the furniture in the zone. Not all of them at once!
4. **Start at the entrance to the room:** Then, work your way around the room clockwise. Do not skip a spot. Whatever happens to be next, just do it.
5. **Declutter Away!** With boxes at your feet and dust rag in your waistband, start off by cleaning out and getting rid of the things that do not belong in this room. Put garbage in the "Throw Away" box, donations in the "Give Away" box, and stuff that goes somewhere else in the "Put Away" box. Don't worry that you do not have a place for everything right now. By the time you finish you will. That's a promise from FlyLady!
6. **What to declutter?** Things to ask yourself as you get rid of your clutter:
 - o Do I love this item?
 - o Have I used it in the past year?

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- Is it really garbage?
- Do I have another one that is better?
- Should I really keep two?
- Does it have sentimental value that causes me to love it?
- Or does it give me guilt and make me sad when I see the item?

Cleanse this room of everything that does not make you SMILE.

7. **Sing this song:** "Please release me, let me go" as sung from the stuff's point of view. It needs to be loved by someone and if you don't love it - GET RID OF IT!
8. **Get rid of the garbage!** When the "Throw Away" box gets full, pull out the garbage bag, close it, and put it in the trash can, the pickup truck, or wherever you keep your garbage. Put a new garbage bag in the "Throw Away" box and keep on Flying until the timer goes off.
9. **Donations:** When the "Give Away" box gets full, seal it off, and put it in your car. The next time you are out, you can donate to the area thrift shop. Do not save your clutter for a yard or garage sale, you will be blessed by giving it away. The value can be deducted on your income tax. Remember you are trying to get rid of clutter - not relocate it somewhere else in your home. Now, grab another box, label it "Give Away", and get back to work.
10. **"Put Away" Stuff:** When the "Put Away" box gets full, take the box in your arms and run around the house (good thing you have shoes on - right?) and put the items in the room where they belong. If they have a place, put them there, if not put them in the room where they logically belong. By the time you have finished you will have a place for everything and everything will be in its place.
11. **Timer Goes Off:** When the timer goes off, you have to put away all the boxes, but first you have to empty them all. Go as fast as you can.

2. The 27-fling boogie

We do this assignment as fast as we can. Take a garbage bag and walk through your home and throw away 27 items. Do not stop until you have collected all 27 items. Then close the garbage bag and pitch it. DO NOT LOOK IN IT!!! Just do it.

Next, take an empty box and go through your home collecting 27 items to give away. Suze Orman taught me this in her book, *The Courage to be Rich*. This will change the energy in your home and bring about good feelings. Every time I do this I feel better and my home is becoming decluttered in the process. As soon as you finish filling the box, take it to the car. You are less tempted to rescue the items.

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Rule of thumb: if you have two of any item and you only need one, get rid of the least desirable.

I also sing a wonderful song as I am doing this fun job: "Please Release Me, Let Me Go" as sung from the stuff's point of view.

3. The Hot Spot Fire Drill

Here is a problem that we all have and continue to struggle with - Hot Spots. What is a hot spot?

A hot spot is an area, when left unattended will gradually take over. My favorite analogy is of a hot spot in a forest fire, if left alone, it will eventually get out of hand and burn up the whole forest. This is what happens in our homes. If left unattended, the hot spot will grow and take over the whole room as well as making the house look awful. When you walk into a room, this is the first thing you see.

CLUTTER ATTRACTS CLUTTER!

Do you have areas like this that continue to grow if left alone? Does the rest of the family see this as a place to put things when they do not want to put them where they belong? It is our job to nip this in the bud! Get rid of that pile, find the surface underneath and stop this Hot Spot from becoming a raging clutter inferno! Watch for the Hot Spot fire drill reminder - then try it - it works!

4. Do a 5-minute room rescue

This is a reminder to spend just 5 minutes clearing a path in your worst room. You know this area of your home: the place you would never allow anyone to see. Just 5 minutes a day for the next 27 days and you will have a place that you can be proud to take anyone!

5. Kelly's Daily Missions

Each day (or almost each day) Kelly will e-mail a 5-minute mission for you to do. It will be in the area of the home that we are focusing on for that week (the zone). These missions will take you to places you may have never been before! Have fun with this! We will also be posting Kelly's missions for the week in the Flight Plan.