



The Together Act

Be you. Better.

Guidelines for diving into [the life-changing magic of tidying up](#)

by Marie Kondo

Here's a checklist that will help guide you through the tidying process taught by Marie Kondo in her amazing book.

Before you begin, ask yourself the following questions:

1. Why is getting your house in order important to you?
2. How do you want to live in your space?
3. Why? Why? Why? Keep asking until you have a clear answer

Your responses will help you stay focused and committed to this incredible process. Hang in there...it's SO worth it!

Not sure where to start? Email me- kristen@togetheract.com

General tidying guidelines:

Make it an event - be excited about the changes ahead

Visualize how you want your home to look when you finish

Tidy by category not location

Focus on what you want to keep- **Keep only things that spark joy!**

Discard the excess

Be comfortable with letting things go- forget the guilt

Organize what remains

Everything must have a place!

Random items with no home become clutter and will attract clutter

Store things so they're easy to put away- instead of easy to take out

Avoid stacking/piling items; store things vertically

Use found items to contain things- shoeboxes, lids, and bins- don't buy storage containers until all discarding is finished.

I am ready to change my life by tidying!

Set yourself up for success by following the specific order of categories suggested in the book. This is the order listed in my KonMari Checklist Pdf. It's not realistic to complete every category in one day. Shoot for one per day. Some categories will take longer. Be sure to stop when you feel too overwhelmed to continue...then begin again.

You can do this! One step at a time! You'll quickly begin to feel lighter and happier in your home. Good luck!

Checklist for diving into [the life-changing magic of tidying up](#)

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Clothing

Gather all of your clothing. **Every single piece.** Put it all on the floor in one room.

Begin with tops. Pick up one item at a time and hold it in your hands.

Ask yourself, "Does this spark joy?" If the answer is YES, the item stays...if the answer is NO, the item goes. It's that simple. You will know the answer. If you are feeling a MAYBE, put that piece aside and return to it when you finish the rest of the pile. The process will become easier as you go. Listen to yourself. Trust your answers.

- Tops
- Bottoms
- Dresses
- Coats and Jackets
- Socks
- Underwear
- Bags
- Accessories
- Event clothing (swimsuits, workout clothes, etc.)
- Shoes

Awesome job! Feels good, huh? Check out [ThredUp](#) for an easy way to sell better quality clothing. Donate the rest...this week!

Books

If you have loads of books, break this category down as shown below. Again, place all books in one place on the floor and begin. Don't read...just hold the book and decide if it sparks joy. It's okay to let go of books. Once you have read a book (or chosen to not read it) it's fine to send it on its way.

- General
- Practical (cookbooks, gardening, etc.)
- Visual (coffee table books)
- Magazines

Yay! One more category down. Great work. Check out Amazon to see if you can sell any of your books to them, donate the rest!

Papers

This category takes some time. **Ms. Kondo's advice is to discard almost all of your papers.** Her belief is that most papers can be found again online. When you find sentimental paper- put it into a box or folder to be handled with the final category- Photos/Sentimental stuff...otherwise you risk being pulled into the memories and halting your progress! (I speak from experience ;-)

After discarding, all remaining papers should fit into one of three categories-

Needs Attention: Papers that you are currently using...bills to be paid, forms to be completed, prescriptions to be filled, etc. Once the task is completed the paper is discarded or saved in one of the files below.

Save- Limited Time: This includes things that will only be needed in the short term. Receipts for something you may return, insurance policies (replace with the newest copy when received), etc.

Save- Indefinitely: Includes warranties, tax returns, property titles, leases, etc.

I suggest breaking this category into manageable chunks of time. You'll probably find the process much easier if you walk away when it's too overwhelming and return later. Just don't give up!

Ultimately, the trick to staying ahead of paper clutter is to go through your files regularly and discard what is no longer needed.

- Statements
- Warranties
- Forms
- Bills

Ahh. That one felt good! Nice work.

Komono (Miscellaneous)

- Cds, Dvds
- Toiletries- make-up, skin care, travel sizes
- Valuables- jewelry, coins, collections, spare change
- Electrical equipment- appliances, cords, stereos
- Household- stationery, sewing
- House supplies (cleaning, medical)
- Kitchen- goods, food, dishes
- Hobby or sports gear
- Linens – towels, sheets, rags, tablecloths, napkins

Almost finished! Hang in there...it's too late to turn back now.

Sentimental Items

- Photos
- Cards
- Other items saved for various reasons

Woohoo! You are amazing! What a huge task you have finished!

Questions? Confused about how to begin? Stuck along the way?

Email me – kristen@togetheract.com