

Simplify Your Life Week

CHECKLIST



Monday

Clean out your purse or wallet!

Then, put a reminder in your calendar to clean it out again every other week.

Tuesday

Set up a system to file your mail as it comes into the house. Taking a few minutes to do this every day will save you the headache of going through a huge pile later.

Wednesday

Simplify your wardrobe! Go through your closet and donate anything you don't remember wearing in the last six to nine months.

Thursday

Schedule an appointment for HVAC maintenance. When you pay for regular maintenance, your systems operate efficiently, and major problems can be prevented effectively.

Go to onehourheatandair.com to request your appointment!

Friday

Organize the files on your computer! Get rid of any unnecessary files you have saved.

Saturday

Hire a cleaning service! Removing the stress and time of cleaning will make your life much simpler.

Visit thecleaningauthority.com to get a free online estimate!

Sunday

Declutter! Pick the busiest room in your home, and clean out the clutter. Be sure to organize the items between what should be trashed, donated, or moved to a new spot in your home.