



ORGANIZE
to Elevate

DECLUTTERING *Guide*

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Module 1

Decluttering Mindset Quiz

When faced with a pile of belongings, your initial thought is:

- ☐ "This is overwhelming! Where do I even begin?"
- ☐ "There must be something valuable here I can sell or donate."
- ☐ "I can definitely tackle this."
- ☐ "Ugh, this is just going to take forever."

You discover a sentimental item you haven't used in years. You feel:

- ☐ Guilty for not using it and obligated to keep it.
- ☐ Curious about its potential value and research its worth.
- ☐ Nostalgic and tempted to reminisce about the memories.
- ☐ Relieved you can finally let it go and make space for something new.

When decluttering, you find yourself attached to things because:

- ☐ They represent memories and experiences.
- ☐ They were expensive or gifts from loved ones.
- ☐ They might be useful someday in the future.
- ☐ They provide a sense of security and comfort.

Your ultimate goal for decluttering is:

- ☐ To live in a neat and organized space that reduces stress.
- ☐ To free up space for new and exciting items.
- ☐ To simplify your life and focus on experiences over possessions.
- ☐ To declutter once and never have to deal with it again.

Decluttering Mindset Quiz

When faced with a decluttering challenge, you feel most motivated by:

- ☐ "External pressure like deadlines or social expectations.
- ☐ The potential financial gain from selling unwanted items.
- ☐ The internal reward of creating a calm and comfortable space.
- ☐ The sense of accomplishment and personal growth.

Remember, there are no right or wrong answers!

This quiz is simply a tool to help you identify areas where you might be able to shift your decluttering mindset for a more positive and sustainable experience.

*Good luck on your
decluttering journey!*

Old Way vs New Way

Overcoming the habits which lead to clutter takes time and conscious effort. Remind yourself of your new mindset choices as you move towards living with serenity and purpose.

T H E N

I stash and dash or I find things are out-of-Sight, out-of-Mind.

I will deal with this later.

I love to shop and take useful things my neighbors are throwing away.

I keep things just in case I will need them one day.

I am a very sentimental person and can't bare to part with certain things.

N O W

I enjoy having space which allows me to move freely and enjoy activities.

I set timers and reward myself for making consistent progress.

I use lists and make conscious choices about what enters my space.

I donate what I don't need because I'm giving a gift to someone who does need it.

I respect the limits of my home and keep the items which have the most meaning to me.

VS

Prepare

This is the moment when you take a deep breath and realize you can do this. You have the desire and the tools. All you need is the action.

- ☐ Wear comfortable clothing and shoes.
- ☐ Wear a mask or gloves when dealing with anything potentially contaminated with mold, pests, droppings, excessive dust or other hazardous materials.
- ☐ Have a snack and drink water.
- ☐ Set a timer.
- ☐ Eliminate distractions.
- ☐ Be ready to reward yourself when finished with your session.



Take a moment and set your intention for your organizing session. Write it down to better connect with your goals.

Supply List

You need a few things to help you declutter. Make sure you have them handy. Start your timer once you're finished gathering your supplies.



THE BASICS

- Donate box/bag
- Recycle box/bag
- Trash box/bag

(Make sure your boxes are small to medium in size, so you'll be able to lift them easily when they are filled.)



BONUS ITEMS

- Other Room box/bag
- Repair box/bag
- Return box/bag
- Sell box/bag
- Send To box/bag



THE EXTRAS

- Pen/Marker
- Post-It Notes or Labels
- Label maker

For more resources check out our website [organizetoelevate.com](https://www.organizetoelevate.com)





Module 2





Action Steps

1

Spend 15 minutes in a specific area looking for trash, recycling, and easy donations (like books you won't read).

2

Put donations in one box. Place recycling and trash in separate bags.

3

Put the donations in your car. Discard recycling and trash.

Complete all of these steps and you've finished your daily session. Take a look at how much space you cleared. Enjoy the feeling of blank space in your home. Reward yourself for a well-done job.



Determining Donations

STEP ONE

Find the items you are willing to donate without a lot of thought. This should feel natural and easy.

STEP TWO

Ask yourself if someone else would benefit from having this item. Is it free from pests, mold and other contaminants? If yes, and it's a large item, place a note on it or a sticker so you visually see it will be gone soon.

Trust yourself.



DECLUTTERING QUESTIONS

by Camille Prunka

Ask yourself these questions if you are wondering whether to keep or discard an item.

☐

Have I used this in the last year?

☐

If I were shopping right now, would I buy this?

☐

Is the only thing that's keeping me from disposing this item that I don't want to waste money?

☐

Am I holding on to this for sentimental reasons?

☐

Do I have a similar item that serves the same purpose?

☐

Do I have a realistic plan to use this?

☐

Does it fit me or my living space?

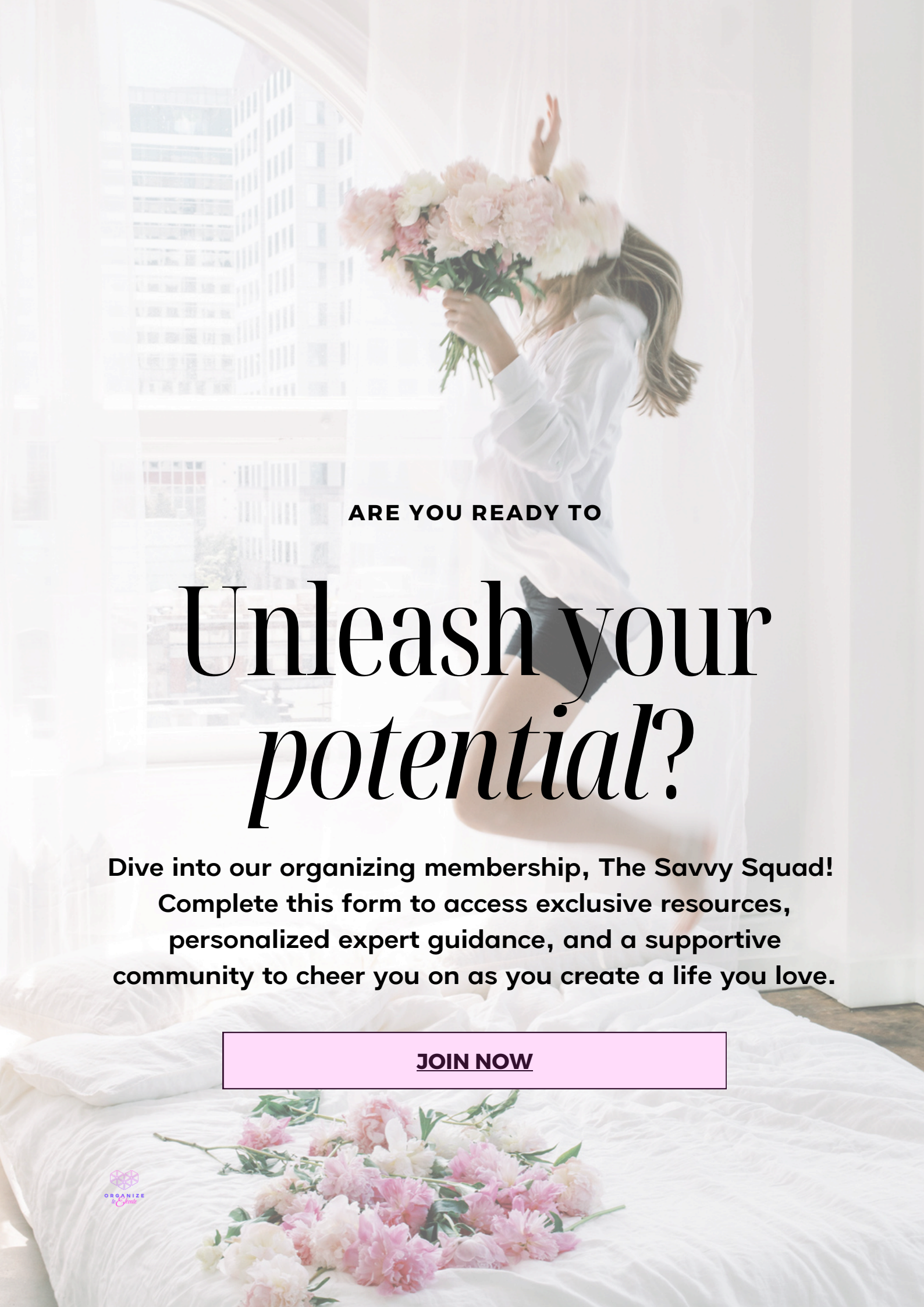
☐

Am I holding on to the broken item to fix in the future?



**Your home is
living space,
not storage space.**

-Francine Jay



ARE YOU READY TO

Unleash your *potential?*

**Dive into our organizing membership, The Savvy Squad!
Complete this form to access exclusive resources,
personalized expert guidance, and a supportive
community to cheer you on as you create a life you love.**

JOIN NOW



Thank you!

I'm so excited to continue working with you and seeing your progress as you reclaim your space.

Remember, don't overthink your decisions. Go with your instincts and the organizing process will become more natural over time. Decluttering is not a sprint, it's a marathon. You are training for the win!

XO, Camille

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