

# 100 Organizing Tasks to Tackle

1. Organize a junk drawer
2. Organize a kitchen drawer
3. Organize a kitchen cupboard
4. Declutter kitchen countertops
5. Organize a shelf in the kitchen pantry
6. Organize & clean out fridge
7. Organize a bathroom cupboard
8. Organize a bathroom drawer
9. Declutter & organize bath toys
10. Declutter a living room surface
11. Purge 5 items of clothing from closet
12. Declutter & organize coat closet
13. Declutter a bedroom surface
14. Organize a linen closet shelf
15. Declutter towels & sheets
16. Organize a laundry room drawer
17. Organize a laundry room cupboard
18. Declutter a laundry room surface
19. Organize & sort papers in file cabinet
20. Sort and file a pile of papers
21. Organize a nightstand
22. Organize a dresser drawer
23. Purge 5 items of clothing from a drawer
24. Organize a space in the garage
25. Do a 10 minute tidy around the house
26. Declutter & organize toys
27. Purge magazines/newspapers/coupons
28. Create a coupon storage solution
29. Organize movies/music
30. Organize computer files
31. Organize & switch out seasonal clothes
32. Organize T.V. cabinet
33. Organize games
34. Create a toy storage solution
35. Organize an office drawer
36. Declutter an office surface
37. Declutter front of fridge
38. Organize cutlery and cooking utensils
39. Organize medications (dispose of expired medications)
40. Create a command center
41. Update the family calendar
42. Organize school papers & artwork
43. Organize craft supplies
44. Add a list of to-do's to a list notebook
45. Update your weekly planner
46. Filter out your email inbox
47. Make appointments
48. Make calls you've been procrastinating
49. Organize photos on computer
50. Fold a load of laundry
51. Make your bed
52. Plan meals for the week
53. Declutter & organize shoes
54. Organize the glove box
55. Declutter & organize food storage containers
56. Declutter & organize your purse
57. Organize purses/wallets in closet
58. Open mail and file appropriately
59. Pick up clothes off floor
60. Organize spices
61. Organize a homework station
62. Set up a backpack station
63. Set up a donation station
64. Tackle a pile of stuff
65. Add a garbage bag to your vehicle
66. Add storage solutions to your vehicle
67. Add small garbage bins to bedrooms & office
68. Organize cookbooks & recipes
69. Organize office supplies
70. Organize underneath the bathroom sink
71. Organize underneath the kitchen sink
72. Create & organize a baking station
73. Create & organize a beverage station
74. Create & organize a snack basket
75. Take donation pile to thrift store
76. Schedule a local charity to pick up donations
77. Organize fridge freezer
78. Organize deep freezer
79. Declutter mugs and glasses
80. Declutter bakeware
81. Declutter dishware
82. Organize pots & pans
83. Declutter & organize a bookshelf
84. Organize toiletries
85. Declutter & organize makeup
86. Organize jewelry
87. Organize exercise equipment
88. Organize tax documents
89. Declutter & organize kitchen linens
90. Declutter & organize receipts
91. Declutter takeout menus
92. Organize feminine hygiene products
93. Organize pet supplies
94. Organize winter gear (hats/mitts/scarves)
95. Organize party supplies
96. Organize gift wrap supplies
97. Add 5 items to your donation station
98. Organize first aid supplies
99. Create & organize a cleaning caddy for each bathroom
100. Update & organize smartphone