PRACTICAL EBOOK AND WORKBOOK

Home Decluttering Workbook

A room-by-room method for clearing clutter in short sessions, deciding what stays without guilt, and keeping the house clear afterwards.

SAMPLE

Digital Bundle House

Edition 1.0 · 2026 · Guide + workbook

Preview sample - selected pages only. The full guide and worksheets are in the paid download.

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How to use this book

Decluttering is a series of small decisions. This book helps you make them faster, one drawer at a time.

You do not need to read this book from cover to cover before you start. Read Chapters 1 and 2, complete Worksheets 1 and 2, and then begin your first session. Use the room chapters as you reach each space. Return to Chapter 6 when you are ready to build habits that keep the house clear.

Session lengths that work

Session	Good for	Example
15 minutes	Weekday evenings, low energy	One drawer, one shelf, the bathroom cabinet
30 minutes	Building momentum	A wardrobe section, a kitchen cupboard, the entry area
60 minutes	Weekends	A whole closet, a bookcase, the paperwork backlog
Half day	Large spaces with help	Garage, loft, basement, storage unit

Supplies for every session

- Four boxes or bags labelled Keep, Donate / Sell, Recycle and Rubbish.
- One extra box labelled Maybe, plus tape and a marker for dates.
- A timer (your phone is fine).
- A cloth and spray to clean the space while it is empty.
- The relevant checklist from Part Two.

> **The one rule**
>
> Finish every session by taking the Donate, Recycle and Rubbish boxes out of the room. Items left in bags by the door have a way of moving back in.

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CHAPTER 1

Why clutter builds up and where to start

Clutter is usually not a character flaw. It is the result of more coming in than going out, and no clear home for things.

Clutter builds up for ordinary reasons: busy schedules, gifts, bargains, "just in case" thinking, changes in life stage, and simply never having decided where something lives. Recognising the cause helps you fix the flow, not just tidy the surface.

Common sources of clutter

Source	What it looks like	The fix
Delayed decisions	Piles of post, bags of things to "deal with later"	A daily 5-minute landing-zone reset
Just in case	Duplicate tools, 40 takeaway containers	Keep a sensible number; donate the rest
Aspirational items	Equipment for hobbies you no longer do	Keep what fits your life now
Sentimental guilt	Gifts and inherited items you do not use	Keep the best pieces; photograph the rest
No home	Items always on counters and chairs	Give every category a specific place

Choosing your first zone

Start with a space that is small, visible and used every day, such as the entryway, the kitchen counter or your bedside table. A quick visible improvement builds the motivation you will need for harder areas. Leave sentimental items, paperwork and other people's belongings until later, when your decision-making muscles are stronger.

Example: Daniel's starting point

Daniel lives with his partner and their two children in a three-bedroom house. The kitchen counters are always full, the spare room has become storage and the garage holds boxes from a move four years ago. He starts with the kitchen counters (15 minutes, visible daily), then the hallway, and schedules the garage for a later weekend with help.

Worksheet 1: Home vision and priority map

Rate each room from 1 (calm) to 5 (overwhelming), describe how you want it to feel, and number the order you will tackle them.

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WORKSHEET 1

Home vision and priority map

Rate each space from 1 (calm) to 5 (overwhelming), write how you want it to feel and number the order you will tackle it.

Room or zone	Rating 1-5	How I want it to feel	Biggest problem	Order
Entry / hallway				
Kitchen				
Living room				
Main bedroom				
Wardrobe				
Bathroom				
Kids' rooms				
Home office / paperwork				
Spare room				
Garage / loft				

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My reason for decluttering (read this when motivation drops):

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