

GET ORGANIZED CHECKLIST

Pantry

Empty and Purge

	Remove all items from the pantry
	Discard items that are expired or stale
	Set aside unwanted items to donate to a food bank

Clean

	Wipe down all shelves
	Line shelves with shelf liner (optional)
	Sweep pantry floor

Sort Items into Groups

Canned goods	Bread, bagels, and tortillas
Cereal and breakfast items	Root vegetables
Grains and pasta	Beverages
Sauces and condiments	Paper and plastic products
Baking products	Pet food and treats

Organize

	Use baskets, bins or trays to hold like items
	Make kid-friendly items easily accessible
	Heavy items near bottom
	Rarely used items on top
	Frequently used items at eye level