

# GET ORGANIZED CHECKLIST

## Kitchen

### Counter Tops

	Remove items that aren't used at least once per week
	Install under-cabinet items (as needed)
	Position items and appliances in the places they are most needed
	Wipe down counters

### Cabinets

	Open all cabinets
	Move items so they are located near where they are used
	Arrange items in cabinets so most used items are easiest to reach
	Stack items neatly, use organizers to make best use of space

### Drawers

	Open all drawers
	Move items so they are located near where they are used
	Straighten items in drawers, use organizers as needed

### Items Needed
