

# Total Closet Cleaning

## You Need

2 boxes	Cleaning cloth
Marker	Duster
Tape	Vacuum
Trash bag	Crevice tool
Cleaning cloth	

## 3. Clean

Dust ceiling, door frame, walls  
Treat scuffs on wall, door  
Wipe light switch, baseboards  
Vacuum floor and crevices  
Treat carpet stains

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## 1. Tidy

Put dirty clothes in hamper  
Throw away trash  
Fold clothes and put in dresser  
Hang clothes on hangers

## 4. Sort

- Put items that are too small or too big in box, label, and seal
- Put items for donation in box, label, and seal
- Put worn-out items in trash bag

## 2. Empty

Move everything to your bed  
Sort into categories as you work (dresses, shirts, pants, etc.)

## 5. Finish

Put clothes back by category  
Hang longer items toward ends  
Put away shoes  
Hang scarves and belts  
Put purses and bags on shelf  
Put donation box in car  
Throw away trash