



Decluttering Items Using The *Box & Banish Method*



Getting Started: Essential Kit

- ☐ **Clear storage boxes** (sturdy with lids for easy visibility and protection)
- ☐ **Labels & marker**
- ☐ **Donation bags**
- ☐ **Timer**

Step 1: Identify Your Clutter Zones

- ☐ Choose one high-stress area to begin with
- ☐ Focus on one zone at a time

Step 2: The Sort: Categorise Items

- ☐ Daily Use Items
- ☐ Occasional Use Items
- ☐ Emotional Items
- ☐ Uncertain Items

Step 3: Pack & Label

- ☐ Place “Box & Banish” items into clear boxes
- ☐ Label each box with:
 - Specific contents
 - Date packed
 - Planned review date (3 to 6 months later)
- ☐ Store boxes outside of daily living areas

Step 4: Create a Review Reminder

- ☐ Set a reminder in your calendar for 3 to 6 months later

Step 5: Time To Review (3-6 months later)

- ☐ When reviewing, decide:
 - Forgotten items → Donate
 - Missed items → Reinstate
 - Items you feel ready to release → Let go

Notes

- ☐ _____
- ☐ _____
- ☐ _____
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