	Owner
t	he kitchen
	THE FRIDGE
	Remove and dispose of cooked or fresh food over a week old.
	Check expiration dates and throw out expired condiments and other items.
	Wipe out the fridge with hot water and a disinfectant cleaner.
	THE PANTRY
	Remove all items and separate into categories - canned fruit, canned vegetables, canned soup, dry cereal are just some ideas.
	Check expiration dates and throw out expired items.
	Wipe off shelves with hot water and disinfectant cleaner.
	THE CUPBOARDS
	Pull out all cupboard contents.
	Discard broken, stained or scarred containers or plastic ones that don't have lids
	Donate items you don't use. Stack remaining containers neatly on the shelves.

THE JUNK DRAWER

L	Remove all items. Discard garbage or broken items.
	Divide items into categories - pens, pencils, notepads, rubber bands, lip balm, etc.
	Use organizers to keep items contained in the drawer. Desk organizers work well.

THE SMALL APPLIANCES

	Go through appliances.	Donate a	ny that	don't get	used freq	uently.
П	Throw out any appliance	e that a	ra hraka	n or don'	t work righ	ıt.