

Give Everything a Home

A Simple Guide to Creating Functional Zones In Your Home

An organized home isn't about becoming a minimalist. It's about knowing where things belong. When every item has a designated home, it's easier to find what you need, put things away, and maintain your space with less effort.

Step 1: **Choose an area that's causing frustration.**

Start small. Pick a drawer, shelf, cabinet, countertop, or corner that tends to collect clutter.

Step 2: **Identify the activities that happen there.**

Ask yourself: What do I use this space for most often? The answer will help determine what belongs there.

Step 3: **Group similar items together.**

Gather items that serve the same purpose. When like items are stored together, they're easier to find and maintain.

Step 4: **Create containers and boundaries.**

Use bins, baskets, drawer dividers, trays, or shelves to define each zone when helpful.

Step 5: **Label and maintain.**

Labels remove the guesswork and help everyone in the household know where items belong and where to return them.

Zone Examples Around the Home

Use these examples as inspiration. Every household is different, so create zones that support your routines and lifestyle.

Entryway

Create a home for items that comes in or leaves the door.

- Keys/Sunglasses
 - Wallet/Handbag/Backpacks
 - Water bottles
 - Mail
 - Shoes
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Kitchen

Organize the kitchen so frequently used items are stored where they are used.

- Everyday dishes/glasses by the dishwasher
 - Cook utensils next to the stove
 - Food prep where you naturally stand to prepare your meals
 - Food storage near the refrigerator
 - Less frequently used items on the higher shelves
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Family Room

Create zones around how your family uses the room

- Entertainment: TV remotes, headphones
 - Relaxing: Throws, pillows
 - Reading: Books, magazines, reading glasses
 - Games: Puzzles, cards, board games
 - Pets: Toys, bed
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Quick Start Checklist

- ☐ Choose one problem area
- ☐ Identify the purpose of the area
- ☐ Create a zone for each activity
- ☐ Sort similar items together
- ☐ Remove items that belong elsewhere
- ☐ Add containers or dividers if needed
- ☐ Label each zone when helpful
- ☐ Give each item a home
- ☐ Spend five minutes each day resetting the space

Don't strive for perfection. Focus on creating systems that are easy to maintain.