

# \*give me five

Simple organizing projects to do when you have 5, 10, or 30 minutes

## 5 minutes

## 10 minutes

## 30 minutes

- sort and toss expired condiments
- sort and toss expired dry goods
- round up your gift cards to use
- toss store cards you don't use
- sort and toss old pens/markers
- sort magazines and catalogs
- clean out your wallet
- delete contacts from your phone
- toss expired canned goods
- wipe out silverware drawer
- plastic bag collection
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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- dump out purse and sort items
- sort a bookshelf or two
- cookbooks – get rid of some
- utensils – keep the good ones
- toss old makeup
- toss expired medicine
- clean out your wallet
- coupon organizer – toss expired
- delete unused contacts in inbox
- dump out junk drawer – sort
- get rid of old paint + solvents
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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- organize your emails by folders
- sort through last month's pictures
- clean up your Pinterest boards
- sort through your spices
- sort kitchen storage containers
- clean out your pantry
- organize your refrigerator
- sort through your recipes
- sort through kid toys
- clean under bathroom sink
- clean under kitchen sink
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The  
**BALANCE**  
Sheet



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