

# Declutter, Organize & Clean Your Home

A place for everything, and everything in its place.

This cleaning, organizing and decluttering checklist was created for you by Dana of LivingWithDana.com.

## Refrigerator / Freezer

### 1. General Cleaning

- Remove all items from the refrigerator and freezer
- Discard expired or spoiled food
- Wipe down shelves and drawers (use warm, soapy water)
- Clean door seals (check for mold or dirt buildup)
- Clean the refrigerator and freezer interior (top, sides, and back)
- Clean and sanitize the refrigerator/freezer door handles

### 2. Deep Cleaning

- **Clean Coils:** Vacuum or wipe down the coils (back or bottom) to improve efficiency
- **Defrost Freezer:** If necessary, defrost the freezer and remove any ice buildup
- **Clean Drip Pan:** Empty and clean the drip pan (if applicable)
- **Check for Odors:** Use baking soda to neutralize any unwanted smells
- **Clean Ice Maker:** If applicable, clean the ice maker or ice trays

### 3. Organizing

- **Sort Food by Category:** Group similar items together (meats, dairy, veggies, etc.)
- **Label Containers:** Label leftovers and items with the date of storage for easy use
- **Use Bins:** Organize smaller items in clear bins for easy access
- **Store Older Items in the Front:** Place older items towards the front to avoid food waste
- **Maximize Space:** Store taller items on the top shelf and smaller ones on the lower shelves

### 4. Maintaining Cleanliness

- Set up a routine for checking food expiration dates
- Wipe down shelves and drawers every 2-4 weeks
- Regularly check for spills or leaks inside the fridge or freezer
- Keep the freezer at 0°F and refrigerator between 35°F and 38°F for optimal performance