

LOW-WASTE DECLUTTERING PLAN

Choose a next step for each item before it becomes another pile.

AREA: _____

DATE: _____

FIVE ROUTES FOR WHAT YOU FIND

KEEP

Give it a useful home.

REPAIR

Name the fix and a date.

GIVE

Check that someone wants it.

RECYCLE

Confirm local acceptance.

DISPOSE

Use the correct waste route.

ASK BEFORE AN ITEM LEAVES

- ☐ Is it useful, complete, and safe for the next person?
- ☐ Does the receiver or program accept this exact item?
- ☐ If repair or recycling is the plan, where will it go?
- ☐ What date will it leave this space?

MY FIRST SMALL AREA

Print at 100% or Actual Size. Use page 2 to track outgoing items.

OUTGOING ITEMS TRACKER

A decision is finished when the item reaches its next destination.

Chosen area: _____

ITEM	ROUTE	DESTINATION	LEAVE BY	DONE
				☐
				☐
				☐
				☐
				☐
				☐
				☐

EXIT PLAN

Donation or sharing destination: _____

Repair or special collection location: _____

Next drop-off / pickup date: _____

BEFORE YOU GO

☐ Confirm accepted items and hours

☐ Pack clean, usable items

☐ Update the tracker after drop-off

Local donation and recycling rules vary. Check before you leave items.