

JUNK DRAWER RESET MAP

Sort one drawer. Reuse small boxes. Give everything a next place.

1. DEFINE THE DRAWER

This drawer is for: _____

Inside width _____ depth _____ height _____ (measure before fitting boxes)

2. SORT BEFORE YOU ADD CONTAINERS

KEEP HERE

Used near this drawer

RELOCATE

Belongs elsewhere

REPAIR / EXIT

Name the next action

3. SKETCH THE LAYOUT WITH BOXES YOU ALREADY HAVE

Put the most-used items at the front. Leave room to open and close the drawer.

FRONT OF DRAWER

4. CLOSE THE OUTGOING LOOPS

Return to another room: _____

Repair or recycle: _____

Battery or hazardous item? Check local guidance; keep it out of this drawer.

TWO-MINUTE WEEKLY RESET

☐ Return stray items ☐ Remove one overflow item ☐ Check what needs a home