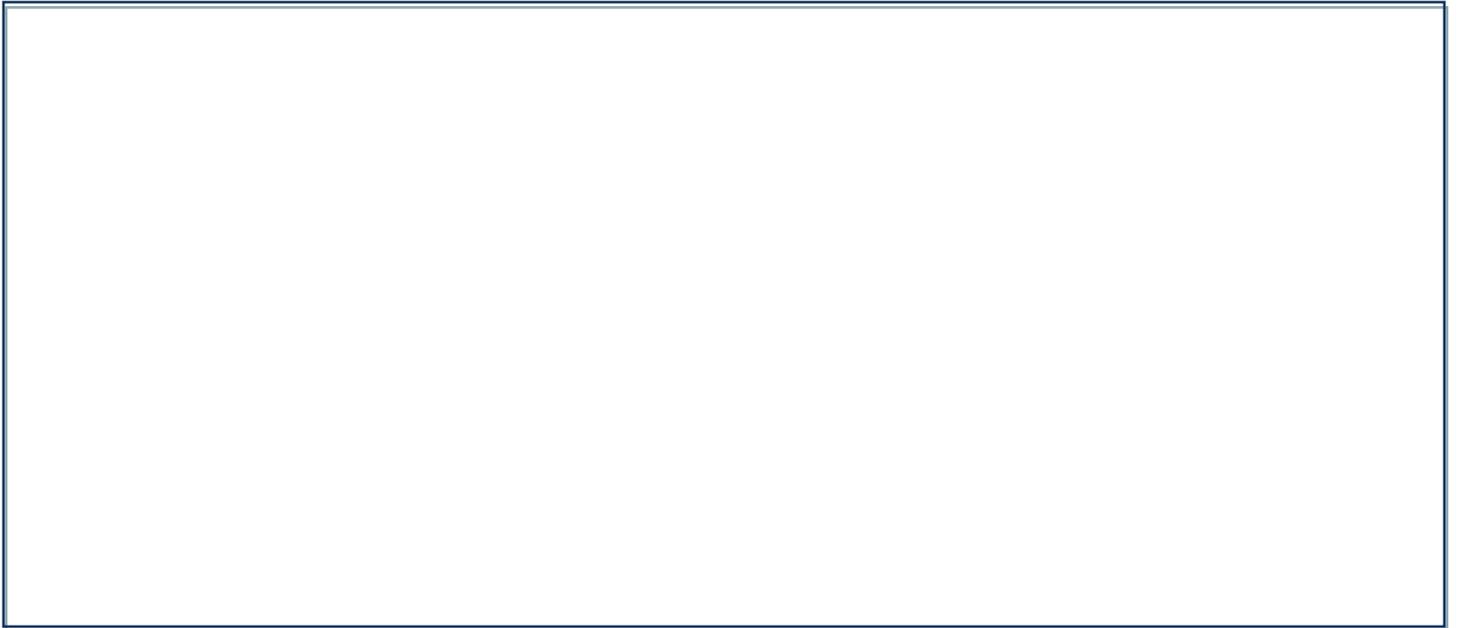


Closet Organization Worksheet

1) Draw a rough sketch of the inside of your closet with pencil:



2) Rank your top three trouble spots (in order) with your closet;

___ not enough space for shoes ___ not enough hanging space ___ not enough space for handbags
___ not enough space for accessories ___ not enough drawer space ___ not enough space to hang pants
___ not enough space to hang long pieces ___ too many clothes ___ not enough space for _____
___ other _____

3) Look at your top three trouble spots and determine what you need (rank them in order) ;

___ more shoe storage ___ more hanging space ___ more drawer space ___ more space to store handbags
___ more storage space for folded items ___ more storage for accessories ___ more hanging space for _____
___ more shelving for _____ ___ more space for clothes hamper ___ other _____
___ specialized storage piece for _____

- 4) Look closely at your closet and locate areas of wasted space or space that you could create new storage areas and circle these areas on your sketch.
 - a. Also look at areas that you are currently not be maximizing.
 - b. Consider moving current storage pieces to another area if they work better somewhere else in the closet.
 - c. Consider switching hanging pieces around to maximize space as well.
- 5) Go back to your closet and measure the areas circled on your sketch exactly. Write your dimensions on your sketch.
- 6) Determine what color storage pieces will best coordinate with the trim and shelving in your closet.
 - a. If you choose any color other than white, dark brown or black, you may have difficulty locating standard storage pieces.
- 7) Begin searching online for new storage pieces and check for dimensions and color choices that are close to your trim/shelving color and will fit. Be sure and try to maximize space by choosing storage pieces that are functional, yet will not leave you with any wasted space (Target, Lowes and Amazon are great websites for storage pieces and all three have excellent dimensional info).
 - a. List the storage pieces you are interested in:

- 8) Draw the “potential” new storage pieces into your sketch and erase and move any existing storage changes that you can make to better maximize your space. Make a decision on your final storage piece purchases. It helps to print your potential pieces out and add them to your sketch while you’re in your closet double checking the measurements before you purchase.
- 9) Go through and purge your closet of any unwanted items. A good rule of thumb is if you haven’t worn it or used it for a year, get rid of it.
- 10) Instead of emptying out your whole closet to begin your reorganization, it helps to work section by section incorporating and filling new storage pieces. This way you can step away from reorganizing for a day or too and not be tempted to just put everything back and give up.
- 11) As you finish adding your new storage pieces, take note of areas for baskets, bins and special smaller pieces that may help you stay organized. Enjoy your new closet!