

THE TIDY FILES — FREE SAMPLE

The Reset Kit

Systems that stick. Rooms that breathe.

One free page from a ten-page pack designed to move a home from scattered to settled — without marathon cleaning sessions or matching baskets.

WEEKLY RESET CHECKLIST

5-DAY CLUTTER SHAKEDOWN

ROOM DECISION CARDS

PAPER SYSTEM LABELS

DONATION TRACKER

SEASONAL CALENDAR

The Tidy Files — tidyfiles.pages.dev

Weekly Home Reset Checklist

How to use: Post it where the week starts — kitchen counter, fridge door, inside a cabinet. Check each box as you move through the reset. You don't need a perfect day; you need a direction. One room at a time is enough.

ROOM-BY-ROOM RESET TASKS

Kitchen DAILY ANCHOR

- ☐ Clear and wipe down all counter surfaces
- ☐ Empty sink, wash or load dishwasher
- ☐ Wipe stovetop and range hood
- ☐ Empty trash if more than half full
- ☐ Return stray items to their zones
- ☐ Wipe table and chairs
- ☐ Sweep or quick-mop the floor

Living Room WEEKLY

- ☐ Return all items to their zones
- ☐ Fluff and straighten cushions and throws
- ☐ Clear all flat surfaces (coffee table, shelves)
- ☐ Gather and deal with procrastin clutter
- ☐ Quick vacuum or spot-sweep floors
- ☐ Wipe remotes, light switches, door handles

Bedroom WEEKLY

- ☐ Make bed, straighten linens
- ☐ Clear nightstand surface
- ☐ Return worn clothes to laundry or hang
- ☐ Clear floor of stray items
- ☐ Gather items that belong elsewhere
- ☐ Quick dust surfaces

Bathroom WEEKLY

- ☐ Clear and wipe counter, sink, faucet
- ☐ Scrub toilet bowl, wipe tank and seat
- ☐ Wipe mirror (spray + paper towel)
- ☐ Restock toilet paper and soap if low
- ☐ Return products to their spots
- ☐ Replace hand towel if needed
- ☐ Sweep or wipe floor

Entryway WEEKLY

- ☐ Clear floor: shoes to their zone
- ☐ Hang coats and bags in their spots
- ☐ Process any mail — recycle, file, or act
- ☐ Wipe surfaces, shelves, hooks
- ☐ Sweep or vacuum mat and floor

Whole House WEEKLY CLOSE

- ☐ One donation drop: fill a bag if anything's loose
- ☐ Relocate all items found in wrong rooms
- ☐ Check laundry — wash, fold, or put away
- ☐ Note one thing to tackle next week
- ☐ Reset your "landing zone" to zero

THIS WEEK'S ONE PRIORITY	DEFERRED TO NEXT WEEK	WIN OF THE WEEK

One page is a start. Nine more pages is a system.

The checklist you just used keeps your home from drifting — but it doesn't dig anything out. The Reset Kit's nine additional pages tackle the deeper work: a five-day structured shakedown to surface what's been sitting for months, room-specific decision cards that remove the agonizing over each item, a donation tracker for tax season, a paper-system label sheet to stop the counter pile from returning, and a seasonal calendar so the whole house stays current year-round. Each page is functional and designed to be written on — not admired and filed away.

WHAT'S INSIDE THE FULL RESET KIT (\$12)	
FREE	Weekly Home Reset Checklist Six rooms, task checkboxes, notes strips. This page.
5 PAGES	5-Day Clutter Shakedown Workbook Cover + one working page per day. Trash, procrastin clutter, donations, vital questions, container concept. Reflection prompts and write-in tables.
1 PAGE	Room-by-Room Declutter Decision Cards Nine rooms, cut-apart cards. Six to seven decision questions per room — kitchen through home office.
1 PAGE	Paper System Labels Sheet Pre-printed label-tape chips for action files, reference archive, and household bins. Twelve blank labels. Print on card stock, cut on dashed lines.
1 PAGE	Donation Tracker 18-row log with date, organization, description, quantity, estimated value, and receipt checkbox. Tax documentation note. Not tax advice.
1 PAGE	Seasonal Reset Calendar Four-season grid of focused declutter tasks, swap-and-store tasks, and systems checks. Year-round maintenance strip at the bottom.

\$12

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