

# HOW TO CLEAN OUT YOUR CLOSET

Before we can install your new MasterSuite™ by ClosetMaid® closet system, you need to face your clutter. We know this can be a daunting task—one that you'd probably prefer to skip by simply dumping everything in your closet onto the bed. But you'll be far happier with the results of your closet makeover if you take a few extra steps ahead of time to review your wardrobe and get organized for putting everything away later. Here is a simple list of tips to make this project go as smoothly as possible:

- You wear 20% of your wardrobe 80% of the time. Choose the items you wish to keep going forward carefully. Keep garments of high quality that you use frequently.
- Items to discard include anything:
  - you haven't worn in a year
  - worn at the cuffs or neck
  - stained beyond cleaning
  - requiring mending or missing buttons
  - one-size too small (or large)
  - out-of-fashion in styling or fabric
  - missing parts of sets (top and bottoms), socks, gloves, etc.
  - poor quality (i.e. acrylic sweaters that don't keep you warm)
  - with price tags never removed
  - worn out shoes and purses
- Start at one end of your closet and work your way to the other end reviewing each item. Have a bag or empty box ready for everything you plan to discard. Give these items to your favorite charity. Keep a list of the items you give away for your tax records.
- Push each item you plan to keep to the end of the pole after reviewing. At the end of the review, you can move all the "keepers" out of your closet and into another one temporarily, or onto a rental clothes rack. This will reduce wrinkling and mess in your room. If absolutely necessary, you can place your hanging wardrobe on the bed just before installation.
- Saving items for when you "take off that last 10 pounds" can be discouraging since it can take longer than you'd like. If you must save something for the "new you," pick one item or outfit to help motivate you. Discard the rest. Rewarding yourself by shopping for new clothes is a much better incentive for slimming down!
- Once you determine which garments you plan to save for your "new" closet, determine how many hangers you need to buy. Pick one type: wood or plastic. Using only one style hanger simplifies the clutter and provides a sense of control over the space. Have your new hangers ready upon completion of the installation and switch each garment onto the new hanger as you put each item away.
- If you plan to keep some shoes in shoeboxes after your organizer has been installed, take the time to label each box with a bright marker. Make it easier to find the shoes you're looking for.
- Place all miscellaneous closet items (belts, ties, jewelry, lingerie, undergarments) which will return to the closet after installation in organized and labeled boxes. Simply dumping them into one heap will make the process of putting everything away much harder and take more time to sort through.
- Remove **EVERYTHING** from your closet **BEFORE** your installer arrives. Closet preparation may include re-painting or wall patching. Be sure you understand exactly what services your installer will be providing in removing the old closet materials and what surfaces may remain visible if you choose not to prepare the walls in advance.