

# Day 24: Garage

Professional organizers estimate that only 30% of people are able to park their car in their garage. Why? Stuff.

Today, we'll tackle the garage by draft a floor and an elimination plan.

## Checklist

*Objective: to eliminate unwanted and unneeded items, to organize what's left, resulting in a functioning garage.*

- Lay out 3 tarps or boxes labeled: keep, donate, and toss and create distinct, separate areas.
- Quickly sort through garage items and locate either in the keep, donate or toss areas. In the discard pile should be anything that is outgrown (like toys), broken beyond repair or that you haven't used in a couple of years.
- Bag the discards and box the donation piles. Locate them outside the garage and have a plan on when they will be either picked up by your garbage/recycle service, taken to the dump or donation center. Do this as quickly as possible. The longer they sit, the more likely they will find their way back into the garage.
- Items to be kept: sort into categories like sports equipment, automobile, hand tools, and so on. Box and label or better yet, put in labeled clear, lidded plastic containers.
- Draft a floor plan: Roughly sketch the outline of the garage noting windows, doors, etc. along with dimensions. Add this to your household files.
- Assign homes to everything that will remain in the garage: lawn tools and fertilizers should be kept together, large equipment like lawn mowers, etc in out of the way corners, frequent use items like scooters, bikes near the garage door and seasonal items in hardest to reach areas.
- Create a plan for storage: Use verticle shelves to maximize space for plastic container storage, verticle systems that can be mounted to the wall, peg boards or hooks for the walls, ball bins for sports equipment, and overhead storage racks - perfect for long flat items you don't use every day (kayaks come to mind).
- Sweep out the garage floor and walls and all its corners.
- Mount or install storage racks, systems, and so on and fill according to your floor plan.
- Park your car in the garage -- and get takeout! You deserve it -- job well done!

*Tomorrow:* Organize Photographs

