FREE PRINTABLE · STUDIO AND ONE-BEDROOM SIZED

New Year *Home Reset* Checklist

ONE WEEKEND · ROOM BY ROOM · NO DEEP CLEAN

A reset puts things back where they belong and clears what the holidays left behind. It is not a scrub-the-grout deep clean. Six zones, ordered by what shows from the front door, finished in one weekend.

HOW TO USE THIS CHECKLIST

01

Box up first

Friday night: one box for holiday decor, one bag for donations, one bag for trash. Every zone empties into these three.

02

Work in order

Entry, living room, kitchen, bedroom and closet, bathroom, then paper and cords. Guests see the first two, so they go first.

03

Set a timer

Each zone lists its minutes. Stop when the timer rings, check the box, move on. Page 3 spreads the same zones across seven days if a weekend is too much.

THE SIX ZONES, IN ORDER

1	2	3	4	5	6
Entry	Living room	Kitchen and fridge	Bedroom and closet	Bathroom	Paper and cords
20 MIN	40 MIN	45 MIN	40 MIN	25 MIN	30 MIN

About three hours in one weekend, or one zone a day for a week. Nightly and Sunday routines on page 3 keep it this way.

ROOM-BY-ROOM CHECKLIST · 7-DAY RESET PLAN · NIGHTLY AND SUNDAY ROUTINES

LOW-INK VERSION ON PAGE 4

THE WEEKEND VERSION

Room-by-room *reset* checklist

About three hours total. Keep the holiday box, the donate bag and the trash bag within reach the whole time, and work the zones top to bottom.

Entry — 20 MIN

- [ ] Clear the surface or shelf by the door completely, then wipe it
- [ ] Shoes: keep this week's two pairs here; the rest go to the closet
- [ ] Open every piece of mail; recycle envelopes and flyers now
- [ ] Empty every bag; hang the one you use, store the others
- [ ] Take the wreath or door decor down and put it in the holiday box
- [ ] Put back only a tray for keys and one hook per person

Done when: the spot inside the door holds keys, today's mail and one bag.

Living room — 40 MIN

- [ ] Holiday decor, lights and tree pieces into the holiday box, one trip
- [ ] Swap red and green pillow covers and throws for neutral ones
- [ ] Coffee table: down to three things (tray, candle, one stack of books)
- [ ] Fold or roll every blanket into one basket
- [ ] Pick up the floor, then vacuum including under the sofa edge
- [ ] Wipe the TV stand and dust lamp shades
- [ ] Fill the empty tree corner with one tall thing: a lamp or a plant

Done when: every flat surface has three things or fewer.

Kitchen and fridge — 45 MIN

- [ ] Fridge: toss expired holiday leftovers, sauces and dips
- [ ] Wipe each fridge shelf as it empties; put food back by type
- [ ] Counters: everything off, wipe, put back only daily items
- [ ] Pantry or food cabinet: group open bags; clip or jar them
- [ ] Junk drawer: empty it, keep what you used this month, divide it
- [ ] Under the sink: pull it all out, toss empties, group sprays
- [ ] Run the dishwasher or empty the dish rack; wipe the sink

Done when: the counter holds the coffee setup, one tray and nothing else.

Bedroom and closet — 40 MIN

- [ ] Strip the bed; wash sheets; swap in winter bedding if you have it
- [ ] Nightstand: down to a lamp, one book and a glass
- [ ] The chair pile: hang it, fold it or put it in the laundry
- [ ] Closet: pull out anything you did not wear this fall; donate or box
- [ ] Turn all hangers backward; turn them around as you wear things
- [ ] Under the bed: one pull-out bin for off-season, nothing loose
- [ ] Vacuum, then open the window for ten minutes

Done when: the chair is empty and the closet rod has an inch of air between hangers.

Bathroom — 25 MIN

- [ ] Medicine cabinet and drawers: toss expired and almost-empty bottles
- [ ] Shower: keep the bottles you use this week; the rest under the sink
- [ ] Replace the shower curtain liner, toothbrush heads and the hand towel
- [ ] Wipe the mirror, counter, toilet and faucet
- [ ] Restock paper, soap and a spare towel in one basket

Done when: the counter holds soap and one cup, and every bottle is in use.

Paper, cords and the junk pile — 30 MIN

- [ ] Gather every pile of paper into one stack, then sort: act, file, recycle
- [ ] Make one folder for this year's receipts, bills and tax papers
- [ ] Holiday cards: keep a few in the folder, recycle the rest
- [ ] Cords: test each one, label the keepers, recycle dead chargers
- [ ] Return borrowed things; list anything that needs a refund or a repair
- [ ] Drive the donate bag to a drop-off this week; write the day here: _____

Done when: there is one paper stack, one cord pouch and no "later" pile.

NO FREE WEEKEND? USE THIS ONE

The 7-day *reset* plan

The same six zones, 20 to 45 minutes a day, with Sunday saved for the two routines that keep the apartment this way. Check the box when the timer rings, not when it is "finished".

DAY 1

Box up and the entry

FRI · 30 MIN

- [ ] Set out the holiday box, donate bag, trash bag
- [ ] Entry zone from page 2

DAY 2

Living room

SAT · 40 MIN

- [ ] Decor into the box, pillows swapped
- [ ] Surfaces to three things, vacuum

DAY 3

Kitchen and fridge

SUN · 45 MIN

- [ ] Fridge first, then counters
- [ ] Junk drawer and under the sink

DAY 4

Bedroom

MON · 25 MIN

- [ ] Strip and remake the bed, clear the nightstand
- [ ] Chair pile gone, under-bed bin only

DAY 5

Closet edit

TUE · 30 MIN

- [ ] Pull what you did not wear this fall
- [ ] Hangers backward, donate bag filled

DAY 6

Bathroom

WED · 25 MIN

- [ ] Expired and empties out, shower edited
- [ ] Liner, towels and brush heads replaced

DAY 7

Paper, cords and drop-off

THU · 30 MIN

- [ ] One paper stack sorted, one cord pouch
- [ ] Donate bag out of the apartment

THEN ✓

Keep it

EVERY EVENING · 10 MIN

- [ ] Start the nightly reset below tonight
- [ ] Put the Sunday reset on the calendar

NIGHTLY RESET · 10 MINUTES

- [ ] Dishes in the dishwasher or washed; sink wiped dry
- [ ] Counters and coffee table back to their three things
- [ ] One lap with a basket: everything out of place goes home
- [ ] Throw folded, pillows up, remote in its spot
- [ ] Tomorrow's bag and keys at the entry, trash out if full

SUNDAY RESET · 30 MINUTES

- [ ] Sheets and towels in the wash; bed remade
- [ ] Fridge: toss what went off, wipe one shelf
- [ ] Vacuum the main room and the entry
- [ ] Bathroom wipe-down: mirror, counter, toilet
- [ ] Paper stack sorted, donate bag checked
- [ ] Plan the week: meals, laundry day, one small zone

NOTES · WHAT KEPT FILLING UP, AND WHERE IT SHOULD LIVE INSTEAD

LOW-INK VERSION · BLACK AND WHITE, NO FILLS

Room-by-room reset checklist

Same six zones as page 2, printed plain. About three hours in one weekend, or follow the 7-day order: entry, living room, kitchen, bedroom, closet, bathroom, paper and cords.

Entry — 20 MIN

- [ ] Clear and wipe the surface by the door
- [ ] Keep two pairs of shoes here, rest to the closet
- [ ] Open all mail, recycle envelopes and flyers
- [ ] Empty every bag, hang one, store the rest
- [ ] Door decor into the holiday box
- [ ] Put back a key tray and one hook per person

Living room — 40 MIN

- [ ] Holiday decor and lights into the box, one trip
- [ ] Swap red and green textiles for neutrals
- [ ] Coffee table down to three things
- [ ] Blankets into one basket
- [ ] Pick up the floor, vacuum under the sofa edge
- [ ] Wipe the TV stand, dust the lamp shades
- [ ] One tall thing in the old tree corner

Kitchen and fridge — 45 MIN

- [ ] Toss expired leftovers, sauces and dips
- [ ] Wipe each fridge shelf, put food back by type
- [ ] Counters: all off, wipe, daily items back only
- [ ] Group open pantry bags, clip or jar them
- [ ] Junk drawer: empty, keep this month's, divide
- [ ] Under the sink: pull out, toss empties, group
- [ ] Empty the dish rack, wipe the sink

Bedroom and closet — 40 MIN

- [ ] Strip the bed, wash sheets, winter bedding on
- [ ] Nightstand: lamp, one book, a glass
- [ ] Chair pile: hang, fold or launder
- [ ] Pull what you did not wear this fall
- [ ] Turn all hangers backward
- [ ] One under-bed bin, nothing loose
- [ ] Vacuum, open the window ten minutes

Bathroom — 25 MIN

- [ ] Toss expired and nearly empty bottles
- [ ] Shower: this week's bottles only
- [ ] New liner, brush heads and hand towel
- [ ] Wipe mirror, counter, toilet, faucet
- [ ] Restock paper, soap and a spare towel

Paper, cords and the junk pile — 30 MIN

- [ ] One paper stack: act, file, recycle
- [ ] One folder for this year's receipts and bills
- [ ] Holiday cards: keep a few, recycle the rest
- [ ] Test cords, label keepers, recycle dead ones
- [ ] Return borrowed things, list refunds and repairs
- [ ] Donate bag dropped off on: _____

Nightly reset — 10 MIN

- [ ] Dishes done, sink wiped dry
- [ ] Counters and coffee table back to three things
- [ ] One basket lap, everything home
- [ ] Bag and keys at the entry

Sunday reset — 30 MIN

- [ ] Sheets and towels washed, bed remade
- [ ] Fridge check, vacuum, bathroom wipe-down
- [ ] Paper stack sorted, donate bag checked
- [ ] Plan meals, laundry day and one small zone

WANT THE WHOLE APARTMENT TO STAY THIS WAY?

Small Apartment *Decluttering* Checklist

This checklist resets six zones in one weekend. The Small Apartment Decluttering Checklist is a 32-page planner that goes further: thirty smaller zones, one a day, then the routines that keep a studio or one-bedroom clear after January.

30

Zones, one a day

A numbered calendar, not dated, so a missed day just moves the plan along by one. Every zone page has timer minutes, a “done looks like” line, an ordered checklist and a small-space note.

4

Boxes and a home for everything

A Day 0 walk-through, the Keep, Relocate, Donate, Toss sort, a where-to-donate guide for textiles, e-waste and expired medicine, a home-for-everything map and three renter-safe drop zones.

15

Minutes a day to keep it

A daily routine card to cut out for the fridge, a Monday-to-Sunday rotation, monthly and seasonal deep-clean checklists and ten keep-it-clear habits with a four-week tracker.

THIS FREE CHECKLIST

- [ ] Six zones in one weekend, about three hours
- [ ] A 7-day version for busy weeks
- [ ] Nightly and Sunday reset routines
- [ ] A low-ink page

THE FULL 30-DAY CHECKLIST ADDS

- [ ] Thirty zone pages with a tally for the four boxes
- [ ] A January and after-Christmas reset page with a bin inventory
- [ ] A Sunday reset with weekly tick columns
- [ ] A donation and sell log, and a notes page
- [ ] US Letter, A4 and low-ink files, with a linked contents page



THE FULL PLANNER IS AT

See the checklist at linenandlamp.com

This checklist is free for personal use. Please share the link with a friend rather than the file. More small-space ideas at linenandlamp.com and pinterest.com/linenandlamp.