

## **My Top 10 Harmonious Home Rules**

(Examples)

1. Do a daily pick up to keep things tidy.
2. Determine the last step needed to finish something so I stay on top of finishing what I start (focus on finishing)
3. Assign family duties/chores so everyone contributes to home harmony
4. Regularly clear out cabinets/drawers/closets so there's room to put things away
5. Stop bringing things home unless I love and need them (so I don't have to stress about getting rid of them sometime down the line because I don't need them)
6. Set up and maintain a paper handling system for bills, mail, magazines
7. Have only one "inbox" in the house
8. Regularly update "command center" notebook
9. When starting a new project, have a "home" for it so it doesn't sit out looking messy and distracting me
10. Set up a regular schedule for cleaning and doing laundry.