[YOUR JUNK REMOVAL BUSINESS]

DECLUTTER CHECKLIST

Room by room: keep it, donate it, sell it, or haul it — check off each line as the room is done

Name: _____ Address: _____

Start date: _____ Pickup date: _____ Rooms to do: _____

BEFORE YOU START

- ☐ Pick the order: the room that stops you parking or sleeping first, the attic last
- ☐ Set four spots by the door — keep, donate, sell, haul — and label a bag or box for each
- ☐ Take a photo of every room before you touch it; you'll want it when the pile moves
- ☐ Book the pickup date now and work toward it; a date on the calendar finishes rooms

KITCHEN

- ☐ Expired food, spices and anything opened more than a year ago — into the trash
- ☐ Chipped mugs, lidless containers, duplicate gadgets and the appliance that never worked right
- ☐ Under the sink: cleaners you no longer use go to the hazardous-items line, not the trash
- ☐ The junk drawer: batteries, cords, keys to nothing, menus — keep ten minutes' worth

LIVING ROOM

- ☐ Furniture you walk around rather than use: the extra chair, the second side table
- ☐ Decor you stopped seeing: frames with no photo, candles never lit, the broken lamp
- ☐ The old TV and the box of cables behind it — the electronics line, not the trash

BEDROOMS AND CLOSETS

- ☐ Clothes you haven't worn in a year, the wrong size, or waiting on a repair since last winter
- ☐ Bedding for a bed you no longer own; pillows older than two years
- ☐ Under the bed: the suitcase of things you forgot you had — open it, decide it
- ☐ The spare-room pile: whatever was put down “for now” more than a month ago

BATHROOM

- ☐ Expired medicine and vitamins — to a pharmacy take-back, not the trash or the drain
- ☐ Makeup, lotions and samples more than a year old; the hotel soaps
- ☐ Towels thinned to nothing, the shower curtain with the mildew, the broken scale

GARAGE AND SHED

- ☐ Broken tools, rusted hardware, the mower that hasn't started in two seasons
- ☐ Paint, stain, fuel, pesticides and propane — the hazardous-items line, never the truck

- ☐ Tires, car batteries and the spare bumper — their own line too; the hauler needs to know
- ☐ Boxes never unpacked from the last move: open each one, decide it, flatten it

BASEMENT AND ATTIC

- ☐ Holiday decorations down to what goes up every year, in labeled bins
- ☐ Furniture stored “for the kids” that the kids don't want — ask them, then decide
- ☐ Old mattresses and box springs; water-stained boxes, carpet offcuts, the old water heater
- ☐ Paper: tax papers and the deed stay, the rest goes to the shredder or the recycling

YARD AND PATIO

- ☐ Broken patio furniture, the rusted grill, the cracked planters
- ☐ Branches, old fencing, pavers and the leftover lumber from the last project
- ☐ The play set nobody climbs on and the trampoline with the torn net

BEFORE THE TRUCK ARRIVES

- ☐ Count the haul pile on the lines below and send the count with photos for the quote
- ☐ Keep the donate and sell piles out of the hauler's path — or ask whether they take donations
- ☐ Clear a path from each pile to the door; move the car off the driveway
- ☐ Walk the hauler through the piles when the truck arrives, and point out the heavy pieces

THE HAUL PILE — COUNT IT FOR THE QUOTE

Furniture pieces: _____ Appliances: _____ Mattresses: _____ Bags or boxes: _____

Yard or building debris (truck loads, or a size): _____

Heavy or awkward items (piano, safe, hot tub, stairs involved): _____

SET ASIDE FOR THE HAULER TO KNOW ABOUT

Paint, chemicals, fuel, propane, batteries, tires, TVs or monitors: _____

Most haulers can't take these on the truck; many towns run a collection program for them. Ask before the pickup, not on the day.

Four piles, one room at a time, a date on the calendar. A junk removal company sends this sheet with the quote; the customer works through the rooms and counts the haul pile, and the truck that arrives is the right size.

[Your junk removal business] · [Your phone] · [Your website]

Free from zarla.com/guides/declutter-checklist. Replace every [bracketed] line. Put the declutter checklist on your website so customers sort the rooms before they call, and send the quote and the invoice from the same place: zarla.com/website-builder/junk-removal