

## LYLS Assessment and Plan by Room for Jill Smith

ROOM	TO DO	CONTAINS	COMPLETE
Office	Remove/Return GM's stuff		
	Elfa System (back of door)	Office supplies: Stamps, Envelopes, Paper, Tape, etc.	
	Folder or 3-ring binder	Warranties, instructional books for home appliances, phones, etc.	
Office Closet	De-clutter/organize		
	Place "winter" clothes (sweaters, sweatshirts, etc.) in suitcases	Add dryer sheets to suitcase with clothes	
	Closet organizer to customize		
Master Bedroom	Closet organizer to customize		
	Closet doors (new)		
	Add shoe hooks to inside of closet door	Shoes	
Master Bath	Place small basket in drawers	Hair products, brushes, etc.	
	Handyman to repair drawers		
	Elfa System behind door	Tall items, cleaning supplies	
Guest (Morgan's) Room	De-Clutter and organize closet	Toss pillows Move suitcases	
	Closet organizer to customize		
	Use suitcases for winter clothes		
Living Area	Remove/Return GM's stuff		
	Clean out armoire	Gloves, scarves	
Kitchen Area	Remove/Return GM's stuff		
	Move items in kitchen seats		
	Repair cabinets (handyman)		
	Place grocery bags in box		
	Organize kitchen drawers	Using expandable utensil holders and small baskets	

ROOM	TO DO	CONTAINS	COMPLETE
	Organize/Donate cookbooks	3-ring binder with page protectors to add recipes	
	Add washer/dryer		
Shed	Add Christmas/holiday items	Christmas/Holiday items in see-through containers	
	Handyman to make needed repairs		