

checklist to *declutter* your makeup

Before you start digging into your makeup stuff you need to:

- **SET YOUR GOAL TO BE MOTIVATED TO DO THIS TASK!**
- **PLAN THE MOMENT OF THE DAY** when you are alone and nobody is around you
- **BLOCK THE TIME** (I recommend 30 to 90 min for decluttering depending on your amount of makeup)
- **PREPARE** everything you need and start the process of decluttering (you will need 3 bags, makeup remover and cotton pads, sharpeners, wet&dry wipes to clean dang evey item)
- **Play some good music, START and ENJOY!**

The result will be a **CLEAN & ORGANIZED** makeup bag!

- DAY:** in the weekend, on a free day or a not-so-busy day
- TIME:** morning/afternoon/evening – when you are alone
- WHAT:** all the MAKEUP stuff from everywhere
- WHERE:** in a place where you have a plane surface or on the floor
- HOW:** step by step, collect, sort and then organize
- YOU NEED:** 3 bags, wet and dry wipes, baby shampoo or special brush shampoo, permanent marker to mark the date on the products, phone to take photos, good vibes music and a cup of your favourite drink
- THIS CHECKLIST PRINTED OUT**

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- COLLECT (*all makeup from every bag, drawer, shelf in one place to see how much you really have*)
- SORT(*make 3 categories: face, eyes, lips*)
- USE THE BAGS (*to sort into the good, bad and ugly items*)
- BAG NR 1 TOSS (*toss every item that is leaking, is broken, has changed color, smell or consistency*)
- BAG NR 2 GIVE AWAY(*new or one-time used products that have wrong color or you don't like it*)
- BAG NR 3 KEEP (*all the items that you use daily, you like but you don't use it so much and items you absolutely love*)
- TAKE PHOTOS OF ALL ITEMS FROM BAG NR. 3 (*to have control over every brand/name/color of your makeup collection and keep this information of your favourites when you repurchase or want to buy a new one*)
- CLEAN (*every package that is dirty, has marks or other stains to keep away all the germs*)
- WASH BRUSHES (*once a week to keep away bacteria*)
- FIND A GOOD STORAGE METHOD (*like acrylic storage, or a nice divided makeup bag*)
- MARK YOUR PRODUCTS (*every time you buy a new item just mark the date you start using it*)
- FIND A FAVOURITE BRAND (*ask for small samples and test everything before buying the full size*)