

· STEP-BY-STEP GUIDE ·



## **CLEAN OUT**

Start by taking everything out of your pantry. Remove all items including food, bins, packages, EVERYTHING. Since your pantry is empty, it's a perfect time to clean it (or at the very least, wipe it down). Once your pantry is organized, you will feel pure joy knowing it's squeaky clean in there.

Measure the pantry so you have the lengths, heights and depths of shelves. Don't forget the ground level. Having these numbers will come in handy if you're adding product to your pantry.

Everything you do in this step gives your pantry a clean slate for organization.

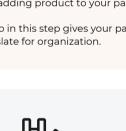


## **DECLUTTER**

Once everything is out of the pantry, go through your food. Throw out expired, opened food.

Create a pile for food that is expired, but unopened. Donate these items to your local food bank. You can learn more about what to give and what to avoid on the Feeding America website.

Make a pile for items that are not working in the pantry. Don't be afraid to remove traditional pantry items. Think function. Your pantry should work for you and your habits. This would also be a good time to add items from other areas that make more in sense in the pantry.





## SORT

Before you start sorting, establish a space for a clear view of your items. This can be the kitchen table, counter or a folding table.

Categorize food items. The general rule is to group items by type of food. You can also sort by function to create stations within the pantry. For example, our family is big on oatmeal, açaí, and yogurt bowls. We have a breakfast station that includes chia seeds, granola, dried berries, almonds and a million other toppings. We also have a pasta station that includes a basket of dried pasta with canned sauces. Be creative and do what what works for you!



## **ORGANIZE**

Stage your pantry by placing the grouped items in your preferred area. Start with the most used items at eye level and at arm's reach. Put the least used items on the top or bottom shelves. Snacks for little ones at their eye level works too.

If using containers, pick one to four styles so they are interchangeable when switching things up. I like to have baskets, plastic bins, food storage containers and canisters.

Label containers using general terms like baking, snacks, etc. If you get too detailed with labels, it will be difficult to maintain.



