ROOM BY ROOM · LINEN CLOSET

How to Organize the Linen Closet

How to clear the linen closet and set it up so sheets, towels and spares are easy to find and put away.

WHERE TO START

Pick a morning after laundry day, when most of your sheets and towels are clean and folded.

WHAT YOU'LL NEED

- ☐ Four bins or bags
- ☐ Vacuum and cloth
- ☐ A basket for each bedroom
- ☐ Tall baskets and labels

BEFORE YOU BEGIN

Put the time on your calendar like any other appointment. One room per session is plenty.

The method

1. **Set up four bins**
   Label them Keep, Toss, Donate and Gather. Gather is for anything that lives in another room.
2. **Empty it completely**
   Everything comes out. It's the only way to start with a clear, clean space.
3. **Clean the shelves**
   Vacuum, sweep and wipe every shelf and drawer while the closet is empty.
4. **Keep only what belongs here**
   Only what you mean to store in this closet goes in the Keep bin.
5. **Group like with like**
   Sheets with sheets, towels with towels, spare toiletries together.
6. **Put it back by use**
   What you reach for most goes up front, where it's easy to find and put away. Label every container.

In this room

A basket per bedroom

Keep each bedroom's sheets and pillowcases together, so sets always match.

Roll what's bulky

Roll extra duvets like a sleeping bag, or store them under a bed in a dust-proof container.

Hide the backups

Tall baskets for toilet paper and tissues; one bin for spare and guest toiletries.

KEEP IT THAT WAY

Mark your calendar once a year to clear out, freshen and reorganize the closet.

ONE THING TO REMEMBER

No linen closet? Under-bed boxes or a cabinet can hold your linens just as well.

YOUR CHECKLIST IS ON THE NEXT PAGE

More tips and photos in the full post: read it here

ROOM BY ROOM · LINEN CLOSET · CHECKLIST

The Linen Closet Checklist

STARTED _____ DONE _____

- [ ] Set up four totes, bins or bags and label them Keep, Toss, Donate and Gather.
- [ ] Empty everything. Start with a clear, clean, fresh space.
- [ ] Vacuum, sweep and wipe down all the shelves and drawers.
- [ ] Decide what you'll keep. Only items you mean to store in this closet go in the Keep bin.
- [ ] Group like items with like.
- [ ] Set up the storage that keeps it working:
  - [ ] A basket for each bedroom's sheets and pillowcases
  - [ ] Hand towels and washcloths rolled in a bin
  - [ ] Tall baskets for toilet paper and tissues
  - [ ] Extra duvets rolled, or under the bed in a dust-proof box
  - [ ] One bin for spare and guest toiletries
- [ ] Put everything back, with what you use most up front and easy to find and put away.
- [ ] Label every container, so putting things away is easy.
- [ ] Mark your calendar: once a year, clear out, declutter, freshen and reorganize the linen closet.

NOTES

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