

11 Quick Tips to Help Simplify Your Life

1	Take 15 minutes each day to clean a cluttered area by putting items away, tossing them out or boxing them to donate.
2	As soon as you take off your clothes, hang them up or toss them into the hamper.
3	Wipe up spills as they happen – before they become bigger messes and harder to clean.
4	Practice the “one in, one out” rule: As soon as you buy something new, get rid of something old.
5	Set up a message station in your house by mounting a dry-erase board with markers in a central location. Your family can use this to leave notes and messages for each other.
6	For more enjoyable, stress-free mornings, set out your clothes the night before, write reminder notes and make sure your car keys are handy.
7	Save time in the kitchen by cooking up two or three entrées at one time; then, freeze them for quick, wholesome meals on busy days.
8	Sign up for automatic payments to pay your ongoing bills – like loan payments, utilities and insurance premiums. You’ll never have to worry about missing a due date.
9	Make cleaning a breeze by quickly dusting and vacuuming one room each day. Dust bunnies will never have a chance.
10	Each day, have an “attitude of gratitude.” Be grateful for family and friends and all that you have, and be quick to spread kindness to others.
11	<p>PLUS your FREE grocery list (next page)</p> To make grocery shopping faster and easier, fill out an itemized list before you go. Try it now: Just print your copy of “My Grocery List” (next page) – and enjoy a simpler way to shop.



My Grocery List

Enjoy a simpler way to shop

	 Menu	 Produce	 Dairy & Refrigerated	 Meat, Poultry & Fish	 Frozen	 Dry Goods & Miscellaneous
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Weekend						