

April 2026 Organizing Checklist

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GetOrganizedNow.com

April is a wonderful time to refresh your home and routines. This month's organizing checklist focuses on small, practical tasks you can complete quickly, each one taking 15 minutes or less. From tidying everyday spaces and managing paperwork before tax day to celebrating seasonal moments like Easter and Earth Day, these simple daily actions will help you stay organized without feeling overwhelmed. Tackle one task a day and enjoy the steady progress toward a calmer, more orderly home.

___ Apr 1 **Passover Begins at Sundown:** If you observe Passover, take a few minutes to clear a small section of your kitchen or dining table and set out items you'll need for the Seder later tonight.

If you don't celebrate Passover, use this time to wipe and reset one kitchen surface so the space feels fresh as the new month begins.

___ Apr 2 **Entryway Quick Sweep:** Take a look at your entry table, bench, or landing spot near the door. Put away stray shoes, fold reusable bags, and remove winter items like heavy gloves or scarves that you likely won't need again for the season.

___ Apr 3 **Refrigerator Door Check:** Remove outdated coupons, expired reminders, and old magnets from the front of the refrigerator. Wipe the surface quickly and return only items that are current and useful.

___ Apr 4 **Flashlight and Battery Check:** Grab one or two flashlights from around the house and test them. Replace the batteries or recharge them if needed

so you're prepared for storms or power outages. [If you don't have flashlights, now is a great time to stock up.](#)

___ Apr 5 **Easter Sunday:** If you celebrate Easter, take a few minutes to set out baskets, arrange a simple centerpiece, or prepare a small treat for family members to enjoy today.

If Easter isn't part of your traditions, use this time to tidy the dining table or kitchen area so it's ready for a relaxed meal or gathering.

___ Apr 6 **Mail Management Moment:** Sort through the most recent stack of mail. Recycle anything that doesn't need attention and place bills or paperwork that require action into your daily action system.

___ Apr 7 **One Shelf Refresh:** Choose one shelf in your pantry, closet, or cabinet and remove everything from it. Wipe the surface and return only the items that belong there, grouping similar items together.

___ Apr 8 **Reusable Bag Gathering:** Collect reusable shopping bags from the car, pantry, or closet. Fold them neatly and place them in one convenient location so they're easy to grab on your next shopping trip.

___ Apr 9 **Kitchen Reset:** Wipe one main kitchen counter and the front of one appliance such as the microwave, dishwasher, or refrigerator. Put away anything that drifted into the kitchen that doesn't belong there so the space feels fresh for the start of the month.

___ Apr 10 **Phone and Tablet Clean:** Use a microfiber cloth or electronics wipe to clean your phone screen and tablet. While you're at it, delete a few old photos or screenshots you no longer need.

- ___ Apr 11 **Shoe Spot Straighten-Up:** Take a look at the area where shoes collect near the door or in the closet. Pair them up, return them to their proper place, and set aside any worn-out pairs to discard.
- ___ Apr 12 **Car Console Clear-Out:** Open the glove compartment or center console in your car and remove old receipts, wrappers, and unnecessary papers. [Return only essential documents like insurance or registration.](#)
- ___ Apr 13 **Towel Inventory:** Look through kitchen and bathroom towels and pull out any that are worn or no longer absorbent. Move them to the rag pile or replace them with fresh ones.
- ___ Apr 14 **Gather Tax Papers:** With tax day approaching, place all remaining tax documents, receipts, and forms into one folder or envelope. This simple step makes filing or reviewing your return much easier.
- ___ Apr 15 **Tax Day Paper Sweep:** If your taxes are filed, celebrate by shredding or recycling a small stack of old paperwork you no longer need. Clearing out outdated documents helps prevent paper piles from growing.
- ___ Apr 16 **Purse or Bag Reset:** Empty your purse, backpack, or everyday tote onto a table. Throw away trash, file receipts if needed, and return only the essentials before putting everything back inside.
- ___ Apr 17 **Closet Mini Edit:** Scan one section of your closet and choose one clothing item you haven't worn in a long time. Place it in a donation bag and make a little breathing room in your wardrobe.
- ___ Apr 18 **Front Entry Check:** Step outside and look at your front walk, steps, or seating area. Sweep away leaves or debris and straighten any items so the entrance feels welcoming again.

- ___ Apr 19 **Pantry Date Check:** Look through a small section of your pantry and check expiration dates. Discard anything clearly past its prime and straighten the remaining items.
- ___ Apr 20 **Computer Desktop Tidy:** Take a quick look at the desktop screen on your computer. Delete unnecessary files and place important documents into clearly labeled folders.
- ___ Apr 21 **Light Bulb Review:** Walk through a few rooms and check for burned-out light bulbs. [Replace any that are out so your home stays bright and comfortable.](#)
- ___ Apr 22 **Earth Day Declutter:** In honor of Earth Day, gather a handful of items you no longer use such as clothing, books, or small household goods. Place them in a donation bag so they can be reused by someone else.
- ___ Apr 23 **Tabletop Reset:** Clear one table surface such as a coffee table, side table, or kitchen table. Put away items that wandered there and wipe the surface clean.
- ___ Apr 24 **Cleaning Supply Check:** Take a quick look under the kitchen sink or wherever you keep cleaning products. Use up what you have before buying more, and if you have something you don't like, bid it farewell.
- ___ Apr 25 **Laundry Area Neaten-Up:** Look around the washer and dryer area and remove stray hangers, detergent bottles, or clutter. Wipe the top of one machine and leave the space looking tidy.
- ___ Apr 26 **Calendar Planning Moment:** Open your planner or calendar and review the upcoming two weeks. Add appointments, deadlines, or events that may not yet be written down.

- ___ Apr 27 **Water Bottle Wash:** Gather reusable water bottles or travel mugs from around the house. Give them a thorough wash with warm soapy water and let them air dry.
- ___ Apr 28 **Donation Bag Drop-Off:** If you've been adding items to a donation bag this month, place it in your car or near the door. Make a plan to drop it off the next time you run errands.
- ___ Apr 29 **Nightstand Refresh:** Clear the top of your bedside table of empty glasses, books you've finished, or stray papers. Wipe the surface and leave only the items you use each night.
- ___ Apr 30 **End-of-Month Reset:** Take a slow walk through your main living space and return anything out of place. Fluff pillows, fold throws, and enjoy ending the month with a tidy room.

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