



**Get Organized with GO MOM!®  
Summer Checklist 2011  
By Molly Gold, President Founder  
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**June Must Do List**

- ✓ Tour your home with two questions in mind. Is it organized in a way that works well for you and will that space still work well once the kids come home?
- ✓ Streamline your desk to make paperwork the least of your worries and keep supplies separate from those your kids want to use.
- ✓ Sort and store everything that came home from school in that last week and plan time to make a small scrapbook or folder of things your child would like to save.
- ✓ Engage your kids in spending just one hour together in their bedroom to rotate their toys, donate to goodwill, and update wardrobes.
- ✓ Place a collapsible towel rack on your deck to handle wet towels when they come in each day.
- ✓ Update all first aid and safety items, restocking in key locations like each floor, garage, and your car.
- ✓ Replenish all sun block and bug sprays with fresh supplies including poison ivy ointments.

**July August September**

Household

- ✓ Change or clean filters in furnace units and all intake vents
- ✓ Check hot water heater
- ✓ Flush all drains with cleaner to keep clear
- ✓ Flip mattresses on beds
- ✓ Wash quilts, pillows, and rugs to keep dust mites at bay.
- ✓ Clean out the garage with your kids and organize a yard sale with your neighbors to raise extra cash for the vacation ahead.

- ✓ Clean and update your lawn furniture and accessories to brighten your garden and enhance your surroundings.
- ✓ Replace all broken pool toys and missing goggles with a fresh set for hours of fun relaxing by the water.
- ✓ Buy school supplies for the upcoming year all summer long. Secure the supply list from your school's website and pick up items as they go on sale.
- ✓ Work with your kids to clean out their closets and dressers in advance of the cooler seasons ahead. Donate all outgrown clothes and make a list of each child's needs so you can source the seasonal sales for your best deal.
- ✓ Clean out refrigerator and vacuum coils for maximum efficiency.
- ✓ Clear out your dryer vent, flap, and hoses to insure there is no excess lint or debris blocking it.
- ✓ Clean out your attic as the weather cools, inspecting your insulation and removing any debris or loose items.

#### Paperwork

- ✓ Schedule oil change and any needed seasonal or annual automotive services
- ✓ Schedule necessary medical appointments for all family members, including annual physicals needed for entrance into school. Be sure to secure the necessary forms from the school prior to your doctor's visit so you may acquire the needed signatures.
- ✓ Update your children's emergency information at the start of the new school year to include insurance information and cell phone information. Be certain to ask permission first prior to listing a person as this important stand in for you should there be an emergency.
- ✓ Transfer all important dates from your children's annual school calendar onto your wall calendar at the start of the school year. This will enable you to work around these dates and be available for the school play as well as the field trip.