

# Zone Sheet

## Zone:

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A room, or part of one — the kitchen · the loft · landing (upstairs) · landing (downstairs) · the garden shed.

**G** Gathered — pulled like with like     **O** Optimised — cut to what you need, gave it its best home

**V** Verified — a quick last look, nothing half-done

**Spots** are the exact places you sweep — break it right down: top of the wardrobe · left bedside cabinet · under the sofa · coffee-table drawer · the cupboard under the sink · bookcase, shelf by shelf.

#	SPOT	WHAT LIVES HERE (fill in later)	G	O	V
1			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**First pass = just list the spots.** Leave “what lives here” blank until you’ve gathered — you can’t know the best home until you see what you’ve got. Print one per zone; a tiny zone? Two fit on a page.