

THE CLEAN SWEEP PROGRAM

| by Thomas Leonard

It can be tough but getting rid of the stuff that's weighing you down and leading a life of tidiness is always worth the effort. Believe me!

The Clean Sweep Program, created by Thomas Leonard, guides you through improving your life by clearing out the cobwebs and making space for greatness. Follow these steps and get started:

DIRECTIONS

1.) Download The Clean Sweep Program.

2.) Read through each item and select YES or NO.

Be rigorous with yourself. If the statement isn't ALWAYS true, just sometimes or even most of the time, please don't check the YES box until the statement is always true for you.

If the statement doesn't apply to you, or will never be true for you, then check the YES box. You get credit because it doesn't apply or won't ever happen.

3.) When you've responded to all the statements, add up the number of YES statements for a total score in each of the 4 categories. By doing this, you can see which areas score high and which areas score low.

4.) Print this form so you'll have a record of your responses, and a reminder of areas you can improve.

5.) The objective is to get a score of 100 out of 100. Use the printed form to check-in as you work on completing the Program at your own pace. You can do this!

NO **YES** **ENVIRONMENT**

 My personal files, papers, and receipts are neatly filed away.

 My car is in excellent condition
(doesn't need mechanical work, repairs, cleaning, or replacing).

 My home is neat and clean
(vacuumed, closets clean, desks and tables clear, furniture in good repair, windows clean).

 My appliances, machinery, and equipment work well
(refrigerator, toaster, snow-blower, water heater, toys).

 My clothes are all pressed, clean, and make me look great
(no wrinkles, baskets of laundry, torn, out-of-date, or ill-fitting clothes).

 My plants and animals are healthy
(fed, watered, getting light and love).

 My bed/bedroom lets me have the best sleep possible
(firm bed, light, air).

 I live in a home/apartment that I love.

 I surround myself with beautiful things.

 I live in the geographic area of my choice.

 There's ample and healthy lighting around me.

 I consistently have adequate time, space, and freedom in my life.

 I am not damaged by my environment.

- I am not tolerating anything about my home or work environment.
- My work environment is productive and inspiring (synergistic, ample tools and resources, no undue pressure).
- I recycle.
- I use non-ozone depleting products.
- My hair is the way I want it.
- I surround myself with music which makes my life more enjoyable.
- My bed is made daily.
- I don't injure myself, fall, or bump into things.
- People feel comfortable in my home.
- I drink purified water.
- I have nothing around the house or in storage that I do not need.
- I am consistently early or easily on time.

Section Total

NO **YES** **WELL-BEING**

 I rarely use caffeine (chocolate, coffee, colas, tea less than three times per week, total).

 I rarely eat sugar (less than three times per week).

 I rarely watch television (less than five hours per week).

 I rarely drink alcohol (less than two drinks per week).

 My teeth and gums are healthy (have seen a dentist in the last six months).

 My cholesterol count is healthful.

 My blood pressure is healthful.

 I have had a complete physical exam in the past three years.

 I do not smoke tobacco or other substances.

 I do not use illegal drugs or misuse prescribed medications.

 I have had a complete eye exam within the past two years (glaucoma check, vision test).

 My weight is within my ideal range.

 My nails are healthy and look good.

 I don't rush or use adrenaline to get the job done.

- I have a rewarding life beyond my work or profession.
- I have something to look forward to virtually every day.
- I have no habits which I find to be unacceptable.
- I am aware of the physical or emotional problems or conditions I have, and I am now fully taking care of all of them.
- I consistently take evenings, weekends, and holidays off and take at least two weeks of vacation each year.
- I have been tested for the AIDS antibody.
- I use well-made sunglasses.
- I do not suffer.
- I floss daily.
- I walk or exercise at least three times per week.
- I hear well.

Section Total

NO **YES** **MONEY**

 I currently save at least 10% of my income.

 I pay my bills on time, virtually always.

 My income source/revenue base is stable and predictable.

 I know how much I must have to be minimally financially independent and I have a plan to get there.

 I have returned or made good on any money I borrowed.

 I have written agreements and am current with payments to individuals or companies to whom I owe money.

 I have six months' living expenses in a money market-type account.

 I live on a weekly budget which allows me to save and not suffer.

 All my tax returns have been filed and all my taxes have been paid.

 I currently live well, within my means.

 I have excellent medical insurance.

 My assets (car, home, possessions, treasures) are well-insured.

 I have a financial plan for the next year.

 I have no legal clouds hanging over me.

- My will is up-to-date and accurate
- Any parking tickets, alimony, or child support are paid and current.
- My investments do not keep me awake at night.
- I know how much I am worth.
- I am on a career/professional/business track which is or will soon be financially and personally rewarding.
- My earnings are commensurate with the effort I put into my job.
- I have no "loose ends" at work.
- I am in relationships with people who can assist in my career/professional development.
- I rarely miss work due to illness.
- I am putting aside enough money each month to reach financial independence.
- My earnings outpace inflation, consistently.

Section Total

NO **YES** **RELATIONSHIPS**

 I have told my parents, in the last three months, that I love them.

 I get along well with my sibling(s).

 I get along well with my co-workers/clients.

 I get along well with my manager/staff.

 There is no one who I would dread or feel uncomfortable running into (in the street, at an airport or party).

 I put people first and results second.

 I have let go of the relationships which drag me down or damage me ("let go" means to end, walk away from, declare complete, no longer be attached to).

 I have communicated or attempted to communicate with everyone who I damaged, injured, or seriously upset, even if it wasn't fully my fault.

 I do not gossip or talk about others.

 I have a circle of friends/family who love and appreciate me for who I am, more than just what I do for them.

 I tell people how they can satisfy me.

 I am fully caught up with letters and calls.

 I always tell the truth, no matter what.

I receive enough love from people around me to feel good.

I have fully forgiven those people who have hurt/damaged me, intentional or not.

I am a person of his/her word; people can count on me.

I quickly correct miscommunications and misunderstandings when they do occur.

I live life on my terms, not by the rules or preferences of others.

I am complete with past loves or spouses.

I am in tune with my wants and needs and get them taken care of.

I do not judge or criticize others.

I do not "take personally" the things that people say to me.

I have a best friend or soulmate.

I make requests rather than complain.

I spend time with people who don't try to change me.

Section Total

Grand Total

The Clean Sweep Program was created by Thomas Leonard www.thomasleonard.com/bio.html