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NEAT SPACES EZINE

Brought to you by Wendy Hollick, Professional Organizer

TAKE THE CHALLENGE!

Answer the following questions – and be honest now!

- Did you spend 5 minutes or more looking for your keys, your wallet or your favorite jacket today?
- Does your plastic cupboard attack you every time you open the door?
- Do you have to move a pile of stuff so your guest has a place to sit?
- Are late fees are becoming a way of life?
- Do you own many hammers, screwdrivers, scissors (you get the point) but can't find any when you need them?
- Do you have to close the door to at least one room of your home to hide the clutter?
- Can you park in your garage?
- Can you locate a needed piece of paper, such your will, mortgage statement, or medical records, in less than 60 seconds?

The reason for getting organized is to have MORE time for the important things in life—whatever is important to YOU.

I challenge you to try just one of the following organizing tips - two if you're brave! 😊

- ✓ Install key hooks inside your front hall closet (to the far left) and place your keys there every time you enter your home. Voila - no more missing keys! Now where did I put my coat?
- ✓ Take a trip to your clothes closet and pull out everything that you don't currently wear, that's too small or too big, or that you just plain don't like. For the rest of your clothes, instead of hanging them directly on the hanging rod, turn the hanger around in your hand and hook the hanger reversed. When you wear something and launder it, put it away with the hanger the "regular" way and at the end of a season or after 6 months you will truly see what YOU NO LONGER WEAR AND PURGE IT.

- ✔ Sign up for online billing and set up automatic payments for your bills. You'll reduce paper clutter, eliminate late payment fees, and you won't have to worry about postal strikes!
- ✔ Tackle your kitchen one drawer and one cupboard at a time. Put items you seldom use in a box, date the box and put it aside. If you are looking for something that you placed in the box, retrieve it. After 6 months, donate anything that's still in the box.
- ✔ Sort your laundry by colour and by type, i.e. whites, brights, darks, mediums, towels. When the basket is full, you have a load of like colours to do.
- ✔ Reduce time spent on daily chores by delegating to other family members. You know the saying, "More hands make light work." Establish chore routines and make everyone accountable for their responsibilities. Trust me - it works, and your home will be operating like a well-oiled machine.

Here's a bonus tip: Only keep items that are beautiful, loved, or useful. Don't keep something you hate and never use just because Aunt Martha gave it to you (sorry, Aunt Martha). Gifts are meant to be enjoyed; they are not given with a condition of KEEP FOREVER.

I want to hear from you, please let me know what challenge you chose and how it's working for you. If you are still "organizationally challenged" after trying to implement any of the above ideas, you know I am always here for you. Give me a shout!

I hope you enjoyed this issue of the NEAT SPACES EZINE. Please feel free to forward it to your friends and colleagues.

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