Home Organization for Peace of Mind

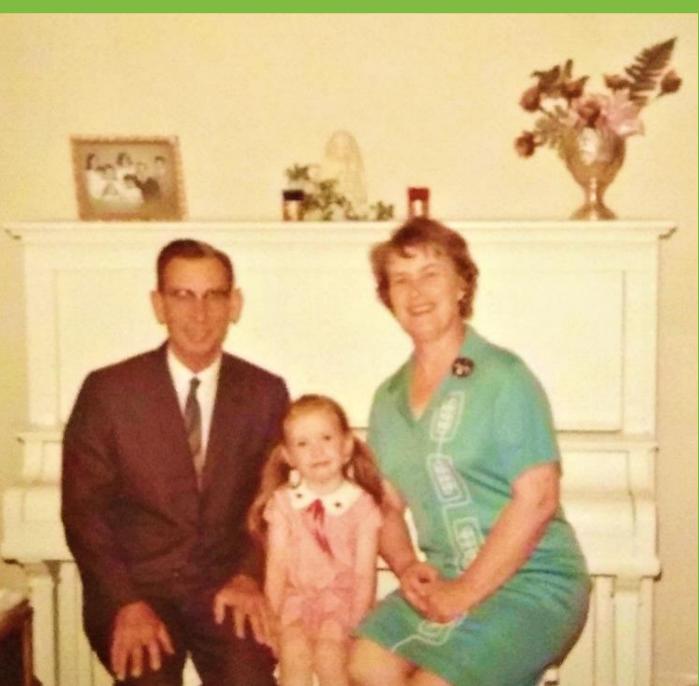
Joanie Nicholas ~ All Things Organized, LLC

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Advent Health











A Little Organization Packs a Big Punch

1. Bedroom Closet

2. Paper Processing

System

3. Kitchen & Pantry







Bedroom Closet

"Standing in front of a closet that needs organizing is an overwhelming feeling... My organized closet definitely sparks joy!" Laurie B.~ Messy to Magnificent Closet Clean-Out Participant





Bedroom Closet

QUESTION:

What will cause me to wear this in the future (and how likely is that to happen)?

TIP:

Designate a specific purpose for each section, rod and shelf in the closet.

GOAL:

Know what you have in the closet...

Love what you have in the closet...

Find what you have in the closet!



Paper Processing System

	VOLUNTEERING	
	INTERESTS/HOBBIES	1
CALLS & EMAILS		TO BE FILED
TO BE PAID		PENDING OTHERS' ACTION
- In 184	RECEIPTS	

"Now that the necessary documents are in my Paper Processing System, I can finally fix that issue with my car title I've been procrastinating!"

~ M. G., All Things Organized Client



Paper Processing System

QUESTION:

What future circumstance will call for this document (and will I be able to get the information elsewhere)?

TIP:

Establish a designated area and system for processing incoming mail and other papers.

GOAL:

Keep only the papers you truly need...

Take Timely Action regarding the topic of a document...

Find important documents when you need them!

Kitchen & Pantry

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"I was wasting so much money on take-out every day. Now that I'm able to actually use my kitchen, I am eating healthier and I have more energy to do the things I want to do."

~ K. P., All Things Organized Client



Kitchen & Pantry



• QUESTION:

What cookware and gadgets do I *REALLY* need to fix the healthy and delicious meals I want to make for my family?

• • **TIP**:

Create a "Kitchen Satellite" area in another room for needed ~ but rarely-used ~ pieces.

GOAL:

Store every item you keep inside a cabinet or drawer... Use everything in your cabinets and drawers...

Quickly and Easily grab everything you need for a meal!





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<u>The Big</u> <u>Closet Clean Out</u>

Virtual Small Group Program October 9 – 17, 2022

Transform a *depressing, cluttered closet* into an **Energizing, Efficient Space** you'll love through:

- Small Group Accountability
- 1:1 Personalized Attention
- Bite-Sized Daily Action Steps
- Insider Organization Tips and Tricks
- And So Much More!

