

•LIVING LARGE IN A• Organizes

What does a Professional Organizer Help You do?

A Professional Organizer will help you declutter your home. Keep the things you love and need and donate, throw or sell your unused items. Our job is to help you create a plan for those items you love and where they should be organized in your home. A home that is organized is more tranquil and easier to keep it in an organized state.

Area's Where We Can Help:

Kitchen Organizing	Decluttering
Closet Organizing	Real Estate Staging
Bathroom Organizing	Home Office Organizing
Garage Organizing	Digital Decluttering
Playroom Organizing	Paper Management
Laundry/Mudroom Organizing	Scheduling & Calendar Organization
Space Planning	Creating New Habits to Support your Goals

How We Work:

- Consultation:
 - We offer a free 20-minute virtual consultation
 - Currently we are only offering Zoom Consultations - \$100 per hour
 - 1-hour in-home consultation - \$125 (travel fee applied over 20-mile radius)
 - Evaluation of Spaces that need Organizing
 - Focus on your goals
 - Written plan for scope of work
 - Product Suggestions
 - In-Home Sessions - \$50 per hour for organizer, \$35 per hour for assistant (4 hour minimum)
 - Work with client to declutter
 - Help with Organizing & Storing
 - Create Homework/next step plan
 - Post Session – Follow-up to see how your progressing
 - Cancellation Policy – 48 hours' notice required if cancelling a session. After 48 hours you will be charged 50% of scheduled session.

Expectation of Client:

- Work alongside Organizer through the process from start to finish.
- If a task is something you don't want to be involved with you will need to agree to the charge for an assist

Organizing Assessment Questions:

1. What led you to reach out?
2. Do you spend longer than usual amounts of time looking for things you need?
3. Are you a piler or a filer?
4. When you clean your desk, a closet or your garage, is it easy for you to throw things out or do you tend to get stuck?
5. Is it difficult for you to part with things even though they have outlived their usefulness?
6. Do you keep a lot of things for sentimental reasons?
7. Do you keep things just in case you need them again in the future?
8. Do you weed out paper and belongings often and systematically?
9. Do you share your workspace and/or living space with someone with a different organizing style than your own?
10. Do you save articles, newspapers, magazines?
11. Do you like to collect things?
12. Are you a highly visual person who needs to keep things in your sight?
13. What are you doing that works well for you?
14. What are your biggest challenges or weaknesses in terms of organization?
15. What do you want from your space?
16. Briefly describe your vision of "finished"

Personal Information

Name:

Address:

Email:

Phone:

What areas of your home would you like to Organize over the next 30 Days:

- Bathroom/Linen Closet
- Bedroom – Main
- Bedroom – Children
- Bedroom – Guest
- Closets – Clothing
- Closets – Storage
- Craft Room
- Garage
- Home Office
- Kitchen/Pantry
- Laundry Room/Mudroom
- Memorabilia
- Other: _____

Describe your home:

of Bedrooms _____

of Bathrooms _____

How long have you lived in your home? _____

Do you share your home with others?

Names: _____ Relationship: _____ Age: _____

Pets: _____

Personal Commitment:

How many hours a week can you invest in your 30-Day Action Plan: _____

Do you have any medical/physical constraints that we need to consider then creating your plan?

YES NO

Do you have the support of your family/friend members to help you with your plan?

YES NO

Social Life:

How often do you entertain? (Circle)

Weekly Monthly Holidays Never Other

How often do you have overnight guests?

Weekly Monthly Holidays Never Other