

ORGANIZ ER

The Newsletter for Organizing your Office, Home, and Life

Fall 2007

Organiz-ER

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Moving Tips

Things to think about as you are getting ready for your move:

- Start a "Move File" for all papers related to your move
- Drain the gas and oil from your lawn mower and other power equipment
- Cancel newspaper delivery and trash pickup
- Clean out refrigerator and defrost freezer
- Arrange to transfer school records if you have children



Moving Management

If you are thinking of moving, that is, selling your current home to move up or downsize, you need to plan, prepare and get ready— and you need to do it soon!

Plan at least 3-4 months in advance to give your home the best first impression it can make. Potential home buyers will often decide in just a few moments if they are interested.

Prepare your home by cleaning up and removing the clutter. Toys, old magazines and extraneous furniture make a home look small and uninviting.

Get ready by notifying the post office and your util-



ity companies, and keep all your moving paperwork together.

Here is something else to think about: Children are not particularly fond of change. Because moving is one of the biggest changes you can make as a family, ensure that your children are part of the process.

Organiz-ER offers de-cluttering, item removal, furniture arrangement, paper flow systems, and exit cleaning. We clean as we go and organize as we pack.

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Visit the website for new and exciting Ideas and more TIPS!

<http://www.organiz-er.com>

Improve the Appeal of your Home

- Tidy up closets, cabinets and storerooms
- Make sure the house doesn't look cluttered
- Get that kitchen to sparkle
- Fix those leaky faucets or loose toilet seats
- Landscape to enhance the property
- Take care of broken doorbells, creaky hinges, or chipping paint
- Bake cookies right before the house is shown

Some of the ideas in this newsletter are from:
www.allaboutthehome.com

Moving, like life, is what you make it.

Organization in packing and moving can save you time and limit stress at the end of a long process that transitions you into or out of your home.

— Mark Nash

From: *Moving Preparation Key in Home Purchase or Sale Frenzy*
<http://ezinearticles.com/>

Simple Organization Makeover

New Organizing Class at Northern Essex

Join us to create your own "before and after" of a disorganized or cluttered space you want to handle once and for all!

Is it the dreaded closet? Or workspace, desk, or craft area?

This course uses the acronym S.I.M.P.L.E. to introduce the strategies and techniques to help you tackle the organizing challenge and put an action plan in motion.

You will learn step by step strategies of how to organize and makeover your space.

When: 4 Mondays from 10/1-10/29 (no class 10/8), 6:30-8:30pm

Location: Timony School, Methuen

Cost: \$120

To register: please call 978-556-3700 or log onto www.necc.mass.edu.

We produce this newsletter with useful tips and facts for you to utilize. If you no longer wish to be on the mailing list for this newsletter, please send us an e-mail at admin@organiz-er.com