

To provide clients with tools to be more productive & less stressed. By organizing “Inside the Box,” they can spend more time & creativity thinking about and doing what they do best, “Outside the Box.”

**What does being organized really mean?** It is not about perfection; perfection is neither attainable nor maintainable. It’s knowing what you have and being able to find it when you want it in a reasonable amount of time.

**What does organizing “Inside the Box” mean?** When you identify a container, know that it will only hold so much. So whatever you decide stays in that container should be something you love, enjoy, use, or it serves a constructive purpose in your life.

### **5 Big Boxes that are part of each of our lives:**

**Space**, such as where you live and where you work

**Stuff**, all the things in your physical space

**Information**, data you need to keep track of

**Time**, all the important details on your calendar, both work & personal

**Relationships**: Friends, family, co-workers

### **Why work with a Professional Organizer:**

Accountability

Fresh Set of Eyes

Like a Personal Trainer

New Ideas

Faster

More Fun

### **Cost of Disorganization:**

- Google “cost of disorganization” for calculators
- A person losing 30 minutes/day for 1 year at \$50/hour = \$6,000 lost
- Other ways disorganization costs you: missed payments; missed rebates; missed opportunities; emergency purchases; overdraft protection fees; buying things you already have; extra trips to the store; dining out a lot; stuff breaking before its time; spoiled food; missed tax deductions; overdue charges.

**Anne McCallister**

Inside the Box Organizing

503.421.6465

[anne@insidetheboxorganizing.com](mailto:anne@insidetheboxorganizing.com)

[www.insidetheboxorganizing.com](http://www.insidetheboxorganizing.com)