

## Degree of Disorganization

Before you start calling organizers, take a moment to reflect on where you are feeling most disorganized and how you would like your life to be after you get organized. The organizers that you interview will need this information to make sure that they can provide the services you need.

I need to get organized or feel overwhelmed in the following areas: (check all that apply)

- My Home – kitchen, bedrooms, living room, dining room, kids rooms, basement, garage, and attic.
- My Home Office
- My Business Office
- Paperwork and/or Electronic Information
- Time Management - finding more time in my day/getting things done.
- My Finances/Bookkeeping
- My Closets
- My Clutter

My feelings of disorganization... (check all that apply)

- ...has always been a part of my life.
- ...has often been a part of my life, but I have been able to accomplish a few areas.
- ...has come into my life at different times, but I am overall pretty organized.
- ...started when (fill in the blank on the event(s) that may have contributed)

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My goal for getting organized is: (check all that apply)

- Efficient, Effective Work Places –  
Decrease retracing steps resulting in wasted time and putting in systems that increase productivity.
- Functioning Environment – clear from clutter, stacks and piles (and laundry!)
- Fun & Functional Gatherings – having more time with family and friends at my place.
- Peaceful & Relaxing – reclaiming your space and having more time to enjoy it.
- Revitalizing & Serene – a quiet place to revitalize your mind, body and spirit.
- Inspiring Ownership – the entire household can be proud of their environment.
- Regaining control over your life.

There – that wasn't so bad. Now you have some valuable information you can share with the organizers that you interview. A Professional Organizer will be gaining valuable information about your needs and together you will find that perfect fit.