

SPACES I WOULD LIKE HELP WITH

(Please indicate top three priorities)

Entry

- Entry table
- Mudroom (coats/hats/boots/purses)
- Staircase

Kitchen

- Pantry
- Junk drawer
- General cupboards and drawers
- Other _____

Dining room/Living room

- Dining room table
- Buffets, china cabinets, other storage areas
- Items on floor
- Horizontal services (coffee table, shelves, speakers, entertainment center, fireplace mantel)
- Collections (CDs, videos, books, art objects)
- Other _____

Home Office

- Files
- Desk top
- Storage closets
- "To do" box or "In" box
- Phone message center
- Online organization (computer files, bookkeeping systems)

Garage/outdoor spaces

- Gardening area
- Tools
- Seasonal items
- Long-term storage

Children's spaces

- Bedroom
- Toy/play area
- Closet

Master bedroom/bath

- Closets
- General upkeep
- Bath
- Underneath the bed
- Dressers

Storage

- Hallway closets
- Basement
- Attic
- Other storage areas

SYSTEMS I WOULD LIKE HELP WITH

(Please indicate top three priorities)

Important paper systems

- I need a system for dealing with the daily mail.
- I need a system for storing tax record information.
- I need a system for family medical history.
- I need a system for family genealogy and record keeping.
- I need a current filing system.
- I need a system for children's papers.
- I need a system for memorabilia and photos.
- I need a system for reading material.

Family calendar system

- I need a way to track my family's comings and goings.
- I need a way to mesh calendars with family members.
- My children need a way to organize their household chores.

Financial systems

- I need a system for paying my bills.
- I need a system for tracking my finances in general.
- I need a budget that works for me.
- other _____

Clothing system

- I need a place to put my clothes when I take them off at the end of the day.
- I need a system for my children's dirty clothes.
- I need a system for getting laundry folded and put away after it's cleaned.

Pickup system

- I need a daily pickup system.
- My children need a system for putting things away at the end of the day.
- My children need a system of organizing their backpacks and school work.
- I need and/or my husband/wife needs a system for putting daily use items away, such as shoes, toiletries, purses, bags, briefcases, gym bags, magazines, books, dishes, etc.
- Weekly pick up system.

General systems

- I need a household cleaning system.
- I need a yard care system.
- I need a home projects system.
- Other _____
- Other _____