

ORGANIZATION MATTERS



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Here's this month's edition with organizing and redesign ideas.

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Staging: Is It Worth It? [excerpted from Mortgage News Daily]

The main benefit of hiring a professional to stage your home is that they will look at your surroundings with an experienced, tasteful and objective eye. They won't be attached to grandmother's antique table, nor will they have the same affinity you may have for that pink bathroom. They will be able to come in and tell you which items should be removed, what should be added and how best to feature your home.

While home staging may seem like an unnecessary expense, there probably isn't a single house that couldn't benefit from a bit of carefully manipulated staging-even if it's a simple matter of re-organizing, freshening up and removing clutter.



And often, suggestions and changes from professionals can amount to significant increases in the bottom line profit when selling your home.

Home staging pricing for a simple consultation run from \$200 to \$400, yet for extensive staging work on larger homes, be prepared for pricing to run up to \$6,000. However, according to www.StagedHomes.com, a leader in home staging services, statistics show an average of a 3% minimum increase in final

sales price on homes that had been staged, versus those who had not. On a \$300,000 home, that's a \$9,000 increase and well worth the home staging fees.



Got Coupons?

If you've got time and diligence, coupons can make a financial impact. But, like any organized habit, they need a system that works with your life so that you use them. Here are some tips:

Storing

- Cancelled Check Organizer - a plastic organizer with 12 pockets where each pocket has a tab with the month on it. Go through those coupons first, then the next months and so on. At the end of each month, give a quick look through that month for any that aren't expiring until the next year and toss the rest.
- 3-ring Binder with clear plastic baseball card organizer pages - these have more spaces and it is easier to see and sort the coupons.
- Gallon size plastic zip bags - they're clear and you can see your coupons at all times
- Index card file box with Index Dividers - you can either purchase index dividers from an office supply or discount store, or make your own.
- Envelope - plastic zip or



plain heavy-duty paper

Organizing/Managing

- Special Categories for Expiring Coupons - create a separate section for "coupons expiring within the next 30 days" and also for "free" items. At the beginning of every month, go through the card file to see which coupons need to be moved to the 30-day section. Also, when adding new coupons to the box, put the new coupons in their category in the back of the section so that the oldest ones are last.



- Highlight the Date - circle or use a highlighter on the expiration dates on coupons.

- Organize Using the Store Layout - place tab dividers in order of the store layout
- Sort by Category, Date and then Amount - In each category, sort coupons by expiration date first (those which expire first in front). Then, sort within in each expiration period by amount, with the larger amount in front. This way, the coupons due to expire are in front of each category, and the most valuable coupons are in front.
- Keep coupons for dining out, stores, services, etc. in a container in your car so you'll have them with you - most likely, the only time you'd go to those places would be by car
- Only clip or save coupons you realistically think you're going to use
- Don't save coupons for brand names that you know with the coupon are still more expensive than

the store or generic brand

ORGANIZING WEBSITES TO CHECK OUT!

www.stacksandstacks.com
www.containerstore.com
www.organize-everything.com*
www.organizes-it.com*
www.containerstore.com
www.spacesavers.com
www.organizedatoz.com
www.rubbermaid.com
www.storables.com
www.shopgetorganized.com

* hyphens are deliberate

Don't forget these decluttering questions...



- Do you LIKE it? Or are you holding on to it for other reasons?
- Have you EVER used it? Will you realistically use it in the future?
- Does it make you feel bad, ugly, stupid, guilty or remind you of bad times?
- Have you forgotten what it does or that you even still had it?
- Is it old, ugly, not working, out of style, out of date, or inefficient? Do you own another better one?
- If you get rid of it and need another, can you easily get it again?
- Has it been over a YEAR since you have used it?

