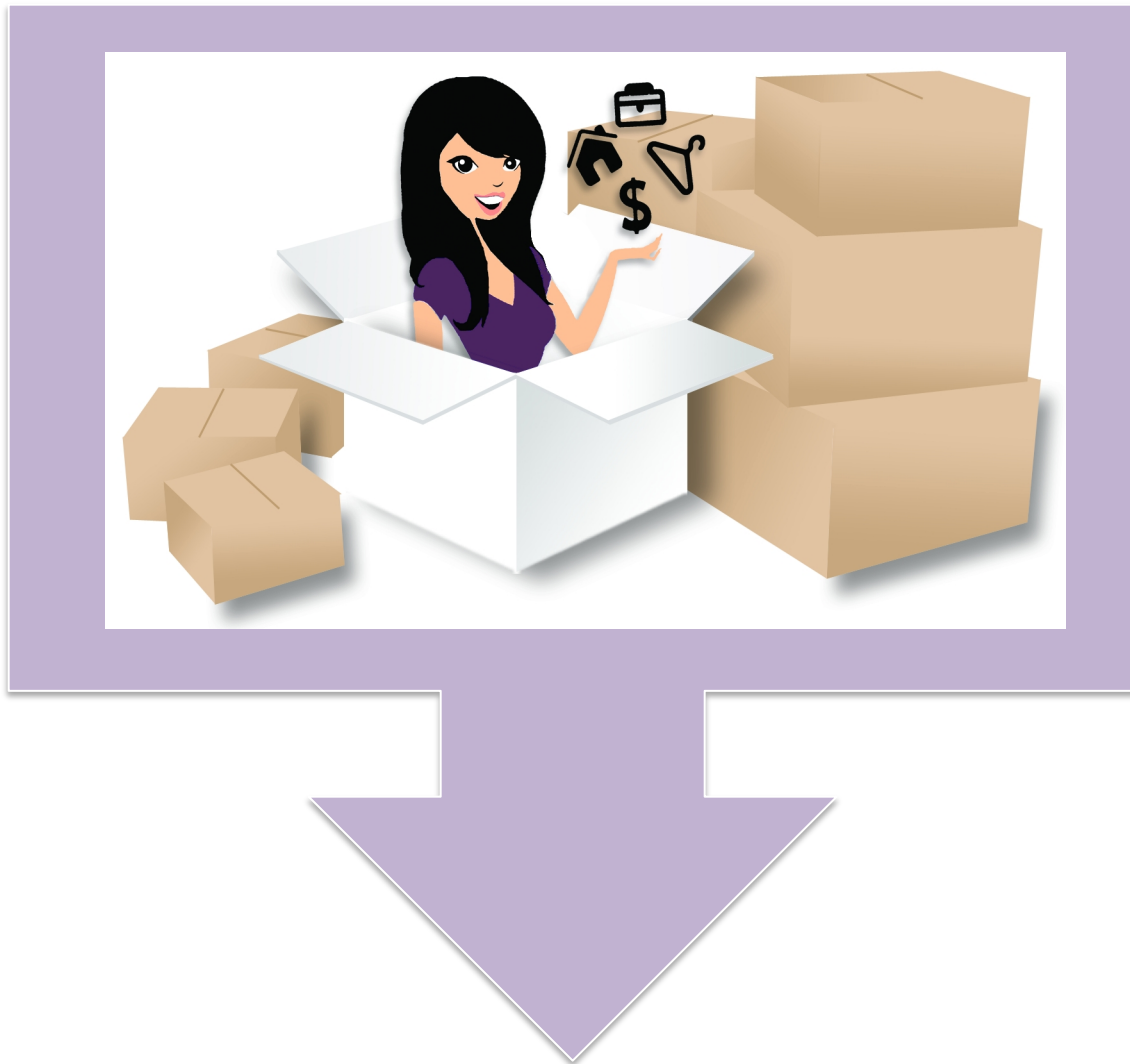


Consumer's Guide

To Professional Organizing



Make an informed decision with confidence.

Discover how to avoid mistakes when choosing a professional organizer, and five steps to finding a reputable company to help you create a clutter free environment.

Consumer's Inside Guide to Professional Organizing

Dear **Friends and Neighbors:**

The professional organizing industry is one of the few industries that is not regulated, and also has a very low barrier to entry in that anyone can call himself or herself a “professional” without any basis for that claim. Yet these are people who come into your home, rummage through your personal belongings and tell **YOU** what to keep or toss. More importantly these individuals don't have the tools and skills required to make an impact for creating an organized environment how that is easy to maintain long after your session is over.

You do not want to be one of many clients who have had a “bad experience” with a professional organizer, spending their hard earned money and getting little to no results. It's pretty scary to think about but, it's so easy for the average Joe to advertise their website on one of these savings sites like (Groupon or LivingSocial) that lure you into a low coupon offer to their services. When you search Craigslist, you can't really tell who the “professional” organizers are or the ones you would never EVER want to use. The *real professionals* work hard to distinguish a winning reputation for themselves apart from the fly-by-night companies who use super-low prices and spam emails and sometimes have unqualified and under-screened employees.

Your home is your safe-haven, don't let *just anyone* into your home and make unqualified decisions or pressure you into getting rid of your items...

Organizing your home is the key to a healthy lifestyle. A true professional organizer can evaluate your particular needs, and with the right training and organizing solutions, can fulfill those needs for you and your family.

The question now is how to find that a professional organizer... and we have the information to help you do just that.

The following is a summary on how to choose the best professional organizer for your personal needs and expectations. It covers some of the common mistakes made by consumers in choosing a professional organizer and also the five steps to help you in choosing a true “professional” organizer.



Kammie Lisenby
CEO, The Organizing Experts

Mistakes to Avoid When Choosing A Professional Organizer

Mistake #1: Choosing a professional organizer based on low prices.

Low price could be a problem in three ways: (1) low price can be the bait that attracts your phone call. But once the organizer gets into your home, they pressure you into a more expensive job. (2) low price can be for an hourly rate. Rarely does the consumer know that this means the organizer may charge extra for: job/project completion, donation runs, garbage removal, craigslist postings, moving furniture, space design assessments, recycle removal, and mileage fees. (3) low price mean the professional organizer has more value over obtaining clientele on price than quality of service.

Mistake #2: Choosing a professional organizer who doesn't offer a guarantee of service.

Every organizing company should be fully accountable for their work and providing an excellent service. If you aren't pleased with the job in every way, you should have options for either a refund or corrective services.

Mistake #3: Choosing a professional organizer based on NAPO credentials.

NAPO is a wonderful business. It helps people who are starting out in the industry by offering a membership-based platform for continued education. For \$199 you can be a NAPO member and attend meetings with other organizers and get listings. Beware, anyone with \$199 can be a NAPO member and without prior organizing experience or training in the industry. NAPO does offer a tiered platform that you can earn certifications and credentials through its company however; they are not regulated, mandated or recognized by the federal or state laws.

Mistake #4: Choosing a professional organizer without reading reviews from clients.

Any home organizer can say anything about their past jobs. And, sadly, some of what they say may not be true. Make sure you ask for references or read comments from current customers on sites like (Yelp.com, Google and Yahoo Business).

Mistake #5: Choosing a professional organizer that *doesn't* offer a FREE In-Home Consultation.

How can someone possibly give you an accurate quote over the phone, having never seen your home?! Maybe they have magic seeing abilities...

Every situation is personal and different in nature. In order to understand your expectations and make sure the person you are working with is who they say they are and appear to be online, make sure they offer a free in-home consultation.

We hope you find the information valuable, and if you have any questions please email us at info@organizing-experts.com or call us direct at (888) 412-1792.

5 Steps to Achieving a Successful Organizing Session

If you're thinking of downsizing and getting rid of clutter, hiring a professional organizer is a great option. We encourage you to follow these five steps.

STEP #1: Make a commitment to getting organized.

Clutter can consume every area of our lives, from relationships, finances, home and work environments, our health, our thoughts and even our classrooms! If you commit right now, to living a clutter free lifestyle, you've *just* taken the first step!

STEP #2: Create a plan of importance.

For some clients, finding just one area to focus on organizing is really difficult. You may have several areas of your home, office or life you need organized. It's important that you focus on a *single* area that bothers you the most.

STEP #3: List Your Objectives.

Now that you've defined your most important area, it's time to put a list of importance together. There are different levels of organization. It's important to have a clear expectation for you want. Do you just want a visually clutter free environment or do you wanted detailed organizing?

STEP #4: Ask The Right Questions.

The way you learn about a company is by asking specific questions and listen carefully to the answers. Here are a few questions to ask a professional organizer.

- What type of training do you and your staff have in professional organizing?
- Are you licensed and insured?
- Do you guarantee your work?
- Do you have a site of reference for client reviews that I can view like Yelp.com?
- What methods of payment do you accept?

STEP #5: Get A Written Quote with Payment Options.

If the organizer asks you to pay cash and doesn't offer a formal service agreement or receipt, this is a **red flag**. You should *always* have a written agreement of the work in question and options of payment to include: Check, Visa or MasterCard with the option to prepay or pay at the time of service.

The purpose behind these steps is to empower you with the information you need to make a wise decision in choosing a professional organizer. These guidelines will help you to locate and ethical and excellent professional organizer in your town.

We hope you find the information valuable, and if you have any questions please email us at info@organizing-experts.com or call us direct at (888) 412-1792.