

# ameliabarrett

PROFESSIONAL ORGANIZER

530.401.4730 Direct

OrganizeNevadaCounty.com

AmeliaRBarrett@gmail.com

## JANUARY ARCHIVED TIPS

JANUARY 31, 2008

### DECLUTTER YOUR KITCHEN COUNTERS

Are your kitchen counters slowly shrinking in size? Are appliances taking over your cooking space? If so, you need to de-clutter. Start by removing EVERYTHING from the countertops. Decide what 2 appliances you use most often and find a place for them on the counters. Put the rest of your appliances out of sight, but still in an easily accessible spot.

You'll find that it is much easier to cook and clean up when there is less clutter on the countertops!

JANUARY 30, 2008

### ORGANIZE A MESSY DRAWER

Tackle one messy drawer in your home today. Take everything out and sort into piles of keep, donate, recycle and trash. Designate a purpose for the drawer and only put stuff back that belongs there.

JANUARY 29, 2008

### CREATE A COMMAND/INFO CENTER

Everybody could benefit from creating a simple command/info center in their home. The most ideal spot is near an exterior door that everybody in the house walks through. Things that should go here include: mail, messages, a calendar, and essential supplies such as pens, pencils, paper, flashlights and keys.

JANUARY 28, 2008

### HIDE THE WIRES

Contrary to what most people think, hiding electronic wires is actually quite simple. You can either tuck them under baseboard trim or purchase "wire hiders" at your local hardware store. Keeping the wires neat and tidy makes any rooms look more organized and is safer for kids.

JANUARY 25, 2008

### LABEL WHEN YOU STORE

Well labeled containers and shelves help you and everyone in your house remember where things belong. It also saves time. Try using photographs as labels for young children.

JANUARY 24, 2008

### MAKE YOUR BED, EVERYDAY!

It's easy, simple and takes less than 5 minutes. Making your bed not only makes your room look more organized, but it also gives you a fresh approach each night when you go to bed!