

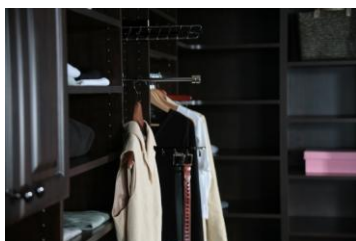


### Advice from the Experts

Did you know that 48% of American's Adults say they are at least somewhat likely to make a New Year's resolution this year\*\*. What made your list for 2010? If getting organized and making more time to spend with friends and family tops your list, here are some ideas to get you started and help you find more time.

#### Closet Organization Tips

- If you haven't worn it in the last 12 months, it doesn't fit, it's out of style or you don't feel good about yourself when you wear it, get rid of it!
- Store your clothes according to season you can keep your "off-season" in a different part of the house if you run short on space.
- You can organize your clothing according to purpose (formal, casual), type (shirts, pants), style (short sleeves, long sleeves) and color (light to dark).
- Separate out categories of clothing like men's / women's, pants/shirts by assigning each section a different part of the closet.
- You can hang just about anything from hooks or racks attached to your closet walls: purses, belts, ties, jewelry, etc.



### Resolve To Take Back Your Desk!

Are papers, files and other miscellaneous things overtaking your desk? If so, here are some ideas to help you regain control.

- L" and "U" shaped desks offer the most efficient work spaces, giving you plenty of room to maneuver on all sides of you.
- Place everything you need regularly within arms reach of your desk—no bending, stretching, or hiking across the room to get at equipment and supplies.
- Don't waste your space hoarding supplies at your desk. Only keep what you need nearby and put the rest in a storage closet.
- Sort your incoming paper daily and try to decide what you need to do with each piece of paper the first time you touch it.
- As you sort paper, divide to do's into folders according to what you have to do to them, "to read", "to pay", "to file", etc.
- Create a filing system with broad categories
- Avoid multiple calendars. You're less likely to forget a meeting if you record your business and personal appointments in one place.



**"You're less likely to forget a meeting if you record your business and personal appointments in one place"**

## New Year Savings

**25% off or \$250.00**

Towards your next All About Closets purchase. Call today for your complimentary consultation  
1-866-637-3603.

Offer only valid on a \$1000 or more purchase at AAC.  
Offer cannot be combined with other offers.  
Coupon MUST be mentioned at time of appointment.  
Expires 1/31/10

Pantries, Home office, basements units

Closets, garage units, and more!



### Is saving money and less stress at the top of your new year's resolution list?

Consider the benefits of a custom pantry...

- ✓ Avoid buying duplicates – if you can see all that you have then you won't accidentally buy what you already have = Savings
- ✓ If you know you have all the ingredients you'll be more inclined to cook = healthier food options
- ✓ More control = less stress
- ✓ Less stress = more time to exercise or meditate

