

College Hunks Hauling Junk Organization Tips

- **Divide and conquer.** Instead of setting huge goals that are difficult to achieve, simply commit to tackling one problem area at a time. Even if you have only 15 minutes a day to devote to it, consistent effort will pay off!
- **Get organized to organize.** Before starting any work, make a checklist of what you want to get done in both the short and the long term. Include notes on what cleaning and storage items you think you'll need to accomplish the tasks and pick them up the next time you're running errands.
- **Take an “all or nothing” approach.** Attack messy closets by removing *everything* and sorting the items one at a time. Be realistic about the clothes you wear and throw out the things that haven't seen the light of day in one or two years.
- **Pile it up.** As you go through your possessions, place them in one of three piles: keep, give away, and toss. Make an effort to *immediately* throw out useless or broken items and deliver the rest to friends, neighbors and charitable organizations.
- **Enlist the experts.** If you have big items (or batteries, paint and/or hazardous materials) that you don't know how to dispose of, call College Hunks Hauling Junk at 1-800-JUNK-USA to schedule a pick-up.
- **Search smarter.** After you've organized, label every box, basket and drawer in the house with the contents. Have fun with it by using chalkboard paint or label-making machines. You also can tape digital photographs of the stored items to the sides of their containers.
- **Make small, lasting changes.** Set baskets by the door for each member of the household to throw their bags, books and shoes in as they arrive home. Enforce the rule that all personal objects have to be put away each night.
- **Use ceiling space.** Free up valuable floor space by hanging hooks, shelves and brackets in vertical spaces in your garage, workroom and entryway.
- **File Away.** Get yourself excited about organizing paperwork by investing in a new filing system. Use binders, hanging files or flat files to safeguard your records and ease accessibility.
- **Look to the future.** If accumulation is a problem, make a pledge to yourself that for every new purchase you'll get rid of something else. This will cut back on both your buying and your clutter!

###