

FREQUENTLY ASKED QUESTIONS

? What is a Professional Organizer and Why Should I Use One?

A professional organizer can help you declutter and organize your home or home office. It can be one space such as a closet or kitchen, or it can be the entire home and garage. There are many reasons to call a professional organizer. Here are just a few to ask yourself:

- Am I overwhelmed because time is not on my side and the spaces are disorganized?
- Do I have too many things for the space available and am unsure how to bring some order?
- Am I downsizing to a smaller space and need to purge so that my belongings fit in the new space?
- Am I moving and will need some help unpacking and organizing?
- Do I just need help a few times a year to maintain the organization I already have?

You may have other reasons and we would love to hear from you.

? What About Confidentiality?

It is our duty and responsibility to provide services to you with the upmost level of confidentiality. We will not reveal your name, address, location, or services provided to others. We value your business and your confidence in the quality of our services and our promise to be ethical and mindful of your privacy.

After the conclusion of the professional relationship, the consultants representing Dynamic Organizing Solutions will continue to preserve client confidentiality. Our agreement explicitly states our ethical and confidentiality policy.

? How much time does it take to organize a space?

Depending on the size of the space, the amount of clutter and your ability to make decisions determines the time needed to create the environment you are needing to improve your quality of life and make the best use of your spaces. The time investment can be anywhere from a few hours to several weeks, but we will accommodate your schedule and your pace.

The minimum time for a session is 4 hours because we can see some results and it's more impactful for you.

The time required for each space is dependent on several factors:

- How much clutter needs to be purged, moved, or organized?
- Is there sufficient space for everything? If so, it's quicker to organize, but if space is minimal, it takes time to identify solutions for efficient and effective home organizing.
- Do containers and organizing supplies already exist or do we need to order?
- When purging, the time it takes to decide what to do with each item which can impact the total time. Only you can make those decisions. We do not force you to remove, donate, or trash anything.
- Client participation in the process of purging and organizing. If cost is a major deciding factor in hiring a professional home organizer, the client's involvement can significantly reduce time and cost.

- The number of organizers hired for each session. We can also shorten the time by having an additional organizer(s). Thus, we make more impact in a shorter amount of time. Each organizer is billed at the same hourly rate.

? What is the difference between a Professional Home Organizer and a House Cleaner?

Professional Organizers will help you purge, declutter, and organize your spaces. We will dust and wipe down surfaces that are decluttered and organized, but we will not vacuum, clean baseboards, wash dishes, or do other normal cleaning duties.

? What is the Process to Organize My Home?

Initial Consultation Phase:

Call us for a complimentary 30-minute phone consultation. During our phone consultation, we will ask several questions and your responses will lead us to determine if an on-site assessment is needed or if photos are sufficient to determine the amount of time to declutter and organize your space(s).

Typically, a potential client will present all their reasons for calling and why they need someone to help them get organized. To get a clearer picture of your situation, we may need to ask additional questions to answer the who, what, when, where, why, and how questions. All of which helps us to assess the solutions and how much time it may take to organize your home or space.

Who? Do you live alone? Are there family members in the home? Are there pets? Children?

What? Are there any systems that are working for you or not working? Which areas give you the most pain? Ideally, how do you want the space to look and feel? Do you want to create a particular atmosphere? Are you purging items before organizing?

When? Is there a timeline? Are weekdays or weekends best for you to work together?

Where? Which space(s) are causing overwhelm, stress, loss of productivity, and confusion?

Why? What triggered you to call us? Is there a life transition taking place, such as a marriage, children, downsizing, etc.? Did you recently move to a new home and unpack but need more time to organize with systems in place? Have you lived in the same home for many years and too many things have accumulated?

How? Would you like to take part in every step of the process? Do you prefer to give the home organizer your preferences and let them execute the organizing?

These questions and responses help me visualize the spaces and your needs so we can develop solutions for you. We can also determine if an on-site assessment is needed.

One or two spaces? If only one area needs our expertise and we can declutter and organize it in 4-6 hours, I will ask you to send me photos, and then we can schedule a work session, sign an agreement, and get started.

Several spaces?

If you need various spaces, we can schedule an On-Site visit and gather more details for a better assessment of time, tactics, and tools needed for a successful change. The assessment is \$55 for 60 minutes and if you decide to move forward with our services, we will apply a \$55 credit towards your agreement.

? **On-Site Assessment: 60 minutes, if needed**

We will schedule a tour of your home, and you will show me the spaces that need our expertise. We will listen for cues and clues that will trigger more questions and share some quick solutions that can help you see the possibilities for the space. For example, we may say, "we can go vertical here to maximize the space," or "let's consider an Elfa unit to categorize the supplies," or "let's make use of the back of the door."

After the visit, we will give you an estimate of hours and a general list of supplies to achieve the result you want; then, we will schedule the first working session, sign an agreement, and get started. Sometimes, I will give you homework to prepare for our first session.

? **Supplies:**

After becoming familiar with the spaces that you need organized, we will make recommendations for products and processes that will make your organizing easier. We can purchase all organizing bins, containers, and supplies, but sometimes the client will purchase their own. If we purchase the supplies, you will only be charged a \$30 shopping fee per hour of shopping and the cost for the items used with no upcharge.

Call 832-686-4731 for a Free 30-Minute Consultation

We organize spaces and create systems to help our clients feel free and empowered. If you're ready for a sense of newness and ability to do more, contact us soon.