



Dee's Downsize & Declutter

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CLIENT SELF ASSESSMENT	
Name: _____	
SPACES I WOULD LIKE HELP WITH	SYSTEMS I WOULD LIKE HELP WITH
<p>Entry</p> <p><input type="checkbox"/> Entry table</p> <p><input type="checkbox"/> Coat closet</p> <p><input type="checkbox"/> Mudroom (coats/hats/boots/purses)</p> <p><input type="checkbox"/> Staircase</p> <p>Kitchen</p> <p><input type="checkbox"/> Pantry</p> <p><input type="checkbox"/> Junk drawer</p> <p><input type="checkbox"/> General cupboards and drawers</p> <p><input type="checkbox"/> Other _____</p> <p>Dining room/living room</p> <p><input type="checkbox"/> Dining room table</p> <p><input type="checkbox"/> Buffets, china cabinets, other storage areas</p> <p><input type="checkbox"/> Items on the floor</p> <p><input type="checkbox"/> Horizontal surfaces (coffee table, shelves, speakers, entertainment center, fireplace mantel)</p> <p><input type="checkbox"/> Collections (CDs, videos, books, art objects)</p> <p><input type="checkbox"/> Other _____</p> <p>Home office</p> <p><input type="checkbox"/> Files</p> <p><input type="checkbox"/> Desk top</p> <p><input type="checkbox"/> Storage closets</p> <p><input type="checkbox"/> "To do" box or "In" box</p> <p><input type="checkbox"/> Phone message center</p> <p><input type="checkbox"/> Online organization</p> <p>Garage/outdoor spaces</p> <p><input type="checkbox"/> Gardening area</p> <p><input type="checkbox"/> Tools</p> <p><input type="checkbox"/> Seasonal items</p> <p><input type="checkbox"/> Long-term storage</p> <p>Children's spaces</p> <p><input type="checkbox"/> Bedroom</p> <p><input type="checkbox"/> Toy/play area</p> <p><input type="checkbox"/> Closet</p> <p>Master bedroom/bath</p> <p><input type="checkbox"/> Closets</p> <p><input type="checkbox"/> General upkeep</p> <p><input type="checkbox"/> Bath</p> <p><input type="checkbox"/> Underneath the bed</p> <p>Storage spaces</p> <p><input type="checkbox"/> Hallway closets</p> <p><input type="checkbox"/> Basement</p> <p><input type="checkbox"/> Attic</p>	<p>Important paper systems</p> <p><input type="checkbox"/> I need a system for dealing with the daily mail.</p> <p><input type="checkbox"/> I need a system for storing tax record information.</p> <p><input type="checkbox"/> I need a system for family medical history.</p> <p><input type="checkbox"/> I need a system for family genealogy and record keeping.</p> <p><input type="checkbox"/> I need a current filing system.</p> <p><input type="checkbox"/> I need a system for children's papers.</p> <p><input type="checkbox"/> I need a system for memorabilia and photos.</p> <p><input type="checkbox"/> I need a system for reading material.</p> <p>Family calendar system</p> <p><input type="checkbox"/> I need a way to track my family's comings and goings.</p> <p><input type="checkbox"/> I need a way to mesh calendars with family members.</p> <p><input type="checkbox"/> My children need a way to organize their household chores.</p> <p>Financial systems</p> <p><input type="checkbox"/> I need a system for paying my bills.</p> <p><input type="checkbox"/> I need a system for tracking my finances in general.</p> <p><input type="checkbox"/> I need a budget that works for me.</p> <p><input type="checkbox"/> Other _____</p> <p>Clothing system</p> <p><input type="checkbox"/> I need a place to put my clothes when I take them off at the end of the day.</p> <p><input type="checkbox"/> I need a system for my children's dirty clothes.</p> <p><input type="checkbox"/> I need a system for getting laundry folded and put away after it's cleaned.</p> <p><input type="checkbox"/> I need a system for organizing what's in my clothes closet.</p> <p>Pickup system</p> <p><input type="checkbox"/> I need a daily pickup system.</p> <p><input type="checkbox"/> My children need a system for putting things away at the end of the day.</p> <p><input type="checkbox"/> My children need a system for organizing their backpacks and school work.</p> <p><input type="checkbox"/> I need a system for putting daily use items away</p> <p><input type="checkbox"/> Weekly pick up system.</p> <p>General systems</p> <p><input type="checkbox"/> I need a household cleaning system.</p> <p><input type="checkbox"/> I need a yard care system.</p> <p><input type="checkbox"/> I need a home projects system.</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>