



Dee Selby

Professional Organizer & Productivity Specialist

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Organizing Services – Effective 1/1/2023

On-Site Organization, Home

\$50 per hour

- Initial Strategy Session
- Downsizing / Upsizing
- Repurposing Space
- Decluttering
- Donation Delivery (limited)
- Home Management Systems

On-Site Organization, Office

\$50 per hour

- Initial Strategy Session
- Filing & Inventory
- Shredding
- Filing Systems
- Organizing supplies and break rooms

Do-It-Yourself Organization Strategy

\$250 for 30 days

- 1-2 hour on-site tour and discussion
- Written strategy emailed to client
- Access to organizer by text or email with call back
- Weekly accountability and follow-up phone calls

Organizational & Productivity Coaching

\$75 per hour

- Paperwork Management
- Whiteboard Coaching/Mind Mapping
- Time Management
- Goal Setting