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FOR IMMEDIATE RELEASE

## **LOCAL BUSINESS FEATURED IN 2007 COSTCO WHOLESALE HOUSEHOLD ALMANAC**

**ROCHESTER HILLS, MI:** Donna Lindley, Professional Organizer and Owner of Organize Your World, Inc., was one of the professional experts chosen to be featured in the Costco Household Almanac for 2007.

Lindley was asked to provide tips for the Almanac readers on the topic of "Sharing a Home Office." Lindley's tips and suggestions are located on page 88 of the Costco Household Almanac. Lindley says "Successfully sharing a home office requires planning and being mindful of the needs of everyone involved." In summary, Lindley provided the following tips to help readers setup a productive home office environment.

1. Determine what activities occur in your space.
2. Create zones, or dedicated areas, for each activity.
3. Include ample storage.
4. Label everything.
5. Involve all parties when creating your filing system.

Organize Your World, Inc. is a member of NAPO (National Association of Professional Organizers) **and one of the first firms to actually take the certification exam through NAPO.** If you would like to know more about organizing your space, contact Organize Your World, Inc. at (248) 726-7096 or email [info@organizeworl.com](mailto:info@organizeworl.com).

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