

# Local business helps you 'organize your world'

BY KEN MARTEN  
SPECIAL TO THE MIRROR

Along with getting in shape or out of debt, getting more organized is one of the most common New Year's resolutions. Just ask Donna Lindley, founder of Organize Your World, Inc.

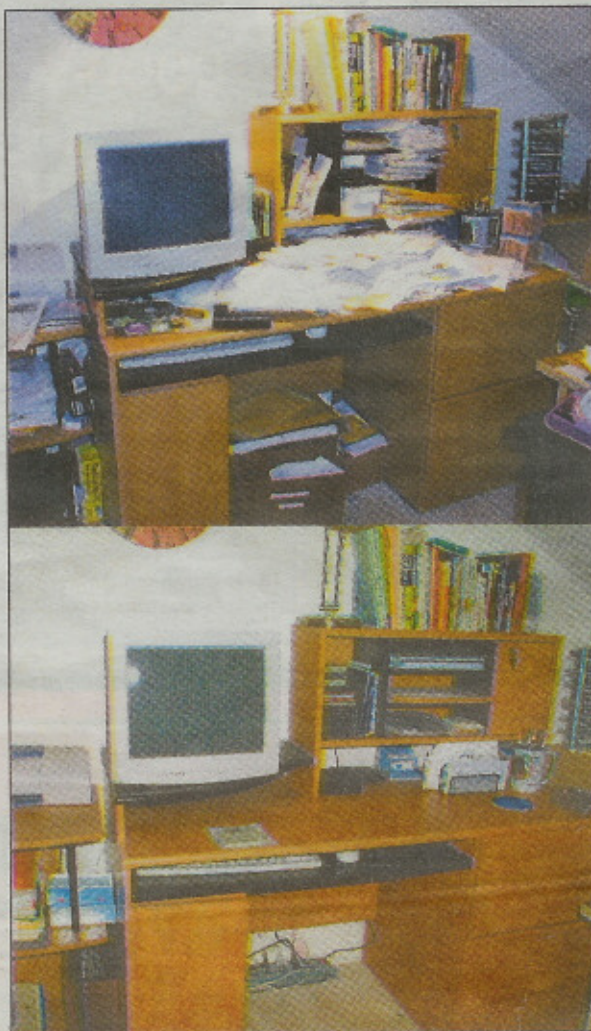
"Now it the most popular time for people to get organized," she said.

Rochester Hills resident Lindley and professional organizer Liz Timmerman of Sterling Heights provide organizational services to homes and businesses. Both women are members of the National Association of Professional Organizers and are certified productivity trainers.

"The most popular service from a residential standpoint is organizing basements and home offices," Lindley said. "Paper, paper, paper, paper is the number one struggle for both businesses and residential."

Organize Your World doesn't just stack piles of paper, Lindley said. She and Timmerman create a "game plan" for the filing process from the moment items are received until they're stored. Fees for residences - whether it's to organize the kitchen, photo collection, home office or tool bench - are hourly.

Fees for businesses are based on the services. Everything is



The organizing professionals at Organize Your World, Inc. transformed the desk cluttered with papers, above, into the one organized for efficient work, below.

handled confidentially and without prejudice; Lindley and Timmerman don't pass judgment on their clients' past organizational skills - or lack thereof.

"We guarantee that when we're done, you can find any piece of information, electronic or paper, in five seconds or less or your money back," Lindley said.

Her favorite tool for home organization is the plastic bin. They're affordable, "stackable," easily labeled and protect items from moisture and pests.

Lindley's favorite organizational tool for businesses is Paper Tiger Software.

One of Lindley's key organizational recommendations is making space by removing unused or underused items - clothing,

office equipment, exercise machines, excess tools, etc.

"If you're not using it for any reason, donate it to someone who can," she said. "We can help identify charities for just about anything."

Organize Your World, Inc. belongs to the Sterling Heights Area Chamber of Commerce and the Rochester Regional Chamber of Commerce. Lindley also belongs to the National Association of Women Business Owners.

"Word of mouth is our best source for clients," Lindley said. "The chamber is another big one."

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## LEDGER

**Name:** Organize Your World, Inc.

**Phone:** (248) 726-7096

**Web site:** [www.organizeyourworld.net](http://www.organizeyourworld.net)

**Hours:** 8 a.m.-5 p.m. Monday-Friday; Weekend hours are flexible

**Owner:** Donna Lindley

**Established:** November 2002

**Services:** Organizing homes and businesses

**Best part of being in business:**

Getting to meet the variety of people and helping them to free up the time so they can do the things they love in life." - Donna Lindley