



## Orderly Places: Getting Organized to Enjoy More Time, Space and Freedom in Your Home

*Mary Frances Ballard*

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Are your mornings spent frantically looking for the misplaced keys or the field trip form? Do you have trouble deciding what to keep and what to let go? Are you too embarrassed by the way your house looks to invite family and friends in for a visit? Do you have stacks of things and no where to put them? Have you missed paying a bill on time because you could not find the monthly statement? Have you forgotten an appointment or to pick up a child from school or ball practice? Orderly Places offers you the strategies for when, where and how to overcome disorganization in your spaces and schedules. Practical step-by-step instructions and organizing tips are given for organizing every room in your home. Time management solutions are provided for schedules that are not efficient or effective. If you want to create a more peaceful, comfortable and organized environment or find more time in your day for the activities you love, then you are not alone. Learn how to get organized and be free to enjoy those things now.



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