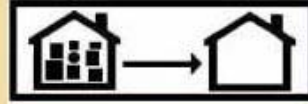


decluttering.ca



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Home Organizer/Declutterer, Writer, Speaker.

Services & Rates (A growingly essential service to have an edge on the competition - a name known widely by a growing number of Realtors.) **Hourly Rate:** Applied to on-site and off site administration time. **\$46.00.** **Consultation rate: \$50.00.** (HST applied)

Large and Small Projects

Large, multi-service projects often include: sorting entire home items by category so family can decide on items to take, sell or donate, pack up any items family wishes to remove, arrange junk pick ups, coordinate charity removals, photograph and catalog items for review by estate etc. Such projects often run several days to a week. If an additional organizer is required cost changes. These projects are quoted but based on estimated hours and material costs.

Smaller projects can be decluttering a home for listing by a realtor who may or may not offer a few hours time to kick start the process. Or the project may be an ongoing one to simply reclaim space by home owner. Typically these can be booked as a full day project or one taking only a few hours to take care of miscellaneous packing, decluttering, staging, coordinating removal of items for sale, junk or to storage. These projects are invoiced at end of day based on hours and material used.

- 1) Decluttering, Sorting, Packing, Staging:** To enhance property viewings. Works with clients, realtors and stagers to downsize spaces, (often extensively) personally removing from viewing spaces items for donation, expert packing and arranging storage. Stage property using what exists on site to best effect. Works with Realtor's Stagers; taking care of a myriad of details on site including physical relocation of furniture and possessions.
- 2) Sales Coordination of possessions: Estate sales coordination;** (Referrals to contacts, inquiries and on site preparation.) **Consignment** coordination for décor

and furniture items, (IE photograph and inquire about sales potential of items with consignment stores. Arrange transportation of items to consignment. Extra delivery charges normally apply). **Contact assistance - Antique, stores** for evaluation of items for clients as well as auction house coordination. **On line postings:** Assist sales of items via on line sites.

- 3) **Donating:** Offer options to remove and donate items including furniture, electronics, metal or appliances. Fees apply are to cover time. Decluttering.ca does not have a warehouse nor a free pick up service but rather arranges takers and pick up via various charity organizations. Benefits from Organizer's cultivated contacts, links and avenues for donation.
- 4) **Estate work:** Photograph, catalog, pack up and arrange storage for possessions. Supply hard and digital copies of all information. Work with Real Estate lawyers, family executors, divorce lawyers etc. to clear properties as quickly as possible. If an additional organizer or helper is required an additional cost to be noted.
- 5) **Move/Relocation Coordination:** Coordinate move details, recommend moving professionals and pack many items. Materials supplied at cost. Upon request unpack client and set up on other side, including removal of materials for clients. Mover price not included.
- 6) **Trash disposal:** Coordinate trash disposal via junk removal companies and scrap metal individuals. Organizer works along side junk removal contractors.
- 7) **Storage (Self) off site or in PODS (Portables):** Arrange off site self-storage options. Another storage option are trailer pods delivered to the home and packed up for storage later delivery to new location.
- 8) **Concierge Shopping:** Purchase and deliver items the home owner, realtor or stager hasn't the time to acquire - shelving, paint, hardware even groceries.
- 9) **Lectures & Workshops:** For your group, club or staff wellness; motivating and informative. Subjects range from DIY decluttering to talks on home organization.

Fees and payments: A minimum three session for distant clients such Toronto. There will also be a minimum charge for longer drives and donation hauls (Toronto \$10.00). Payment is required at end of each session, upon receipt of invoice. Payable to "Decluttering.ca" or "Stephen Ilott" via cheque, cash, Paypal or E-transfers.

Smart choice introduction packages.

Package #1: A three hour introductory package, \$140.00 plus HST. Get the process started sorting, room redesign and placement, packing, donating, coordination of trash, storage, selling assistance.

Package #2: A 3-1/2 hour package, \$200.00 includes hst and \$20.00 worth of packing materials. Process includes time for sorting, room redesign and placement, packing, donating, coordination of trash, storage, selling assistance.

Stephen Ilott: Professional Organizer- with fifteen years and 1,200+ homes experience. Author of The Domestic Archaeologist series, speaker, writer, former National Director of Membership POC (Professional Organizers in Canada).

