

Tips to get a FREE Business Organizer Consultation

Step 1. Finding an organizer to contact

If you don't have a business card already in hand, here's ideas on how to go about finding one.

- There are many websites such as HomeAdvisor and Thumbtack to name a couple that you can go to for free and search for professionals in your area.
- If you do a Google search for professional organizer those are the type of sites that pop up. I'm not against using these sites as a consumer myself. Keep in mind these websites charge the professional to be listed on the site or a fee if a customer contacts the professional. This is a form of advertisement and not the same in my opinion as a neighbor recommending a professional they have used. I have had good and bad experiences using these sites. You can't assume because the professional is listed on one of these sites that they show up on time, if at all and that they provide the service you want. As a professional organizer myself it surprised me how some of these sites operate on the back end. When I didn't have three professional references to list in the beginning, one site told me to list my family members, so the application could be completed. I'm more careful now to read up on the people or companies chosen to match my needs.

- If you have a resource such as a social media network in your neighborhood or through your church that's a great option.
- NAPO is the National Association of Productivity and Organizing Professionals. You can visit napo.net to find organizers in your area. This association requires its members to meet requirements before becoming a member along with a \$100 yearly membership fee.
- My personal favorite approach is to get recommendations from people I know. Ask the other parents at soccer practice, other business owners, friends and family members if they know a professional organizer they would recommend.
- Not all organizers specialize in working in a business setting. It is a niche market. Make sure you choose an organizer with business organizing experience. Be clear what you need help with. Some organizers are really good at creating inventory control areas but don't set up computer equipment.

Step 2. Contact the professional organizer for a consultation

There are three ways an organizer handles charging a customer for a consultation.

1. It's free.

2. They charge a fee that they will deduct from the cost of completing a project. This option is the same as free if you're serious about hiring an organizer anyways. If you're not sure about this try asking if they will waive the fee for a first-time client.
3. The last option is a flat fee for a consultation that is in addition to the cost of a project.

Make sure you know which option the organizer offers so there's no surprise and if they won't provide a free consultation you can decide to go with another option if you want. If you want an idea of the cost to complete your project, ask for some basic pricing information via phone or email before scheduling a consultation. It's hard for me as an organizer to give a committed price without seeing the space and knowing what the client is expecting as I offer a wide scope of services. What I can tell clients up front is what I charge per hour and that is how I price my projects. Some organizers offer packages. If a client provides some pictures and the square feet they need organized, I can get in the ball park. Here's some pricing guidelines to give you an idea of what it could cost you.

- Pricing varies widely across the U.S. and by individual organizers.
- It's safe to expect paying between \$30-\$80 per hour.
- My business, NW Organizer, charges \$40 per hour in Vancouver, WA. That's similar to other organizers in my city.

- 16 miles away in Beaverton, OR the going rate is \$70 per hour.

I really hope this gave you enough information to start planning your organizing project today!

I really want you to succeed.

I welcome comments.

<http://www.nworganizer.com>

Teresa Mitchell

Professional Home and Business Organizer