

## Simplify your life with an organisation expert from Allsorts Organising

### RATES EFFECTIVE FROM 1 JULY 2021 TO 30 JUNE 2022

Thank you for providing Allsorts Organising with the opportunity to assist you in achieving your organising goals. As Canberra's preeminent organising and decluttering specialists, we work side-by-side with you to **reclaim space, improve productivity, and simplify your life**. Our focus is always on **safety and functionality** first.

Specialising in organising homes and offices, our clients, including those from the community sector, come to us because **we understand the challenges of disorganisation** and work in **partnership with our clients** to establish and achieve their goals in a timely and efficient manner.

Allsorts Organising are **fully insured** with Public Liability, Professional Indemnity and Workers Compensation insurances. All team members hold **Working with Vulnerable People registrations** issued by the ACT Government and current National Police Checks. Melissa Slegers, Principal and Founder of Allsorts Organising, is the only Canberra-based organiser to have achieved Level II **Specialist Certificates in Hoarding, ADHD, Ageing and Chronic Disorganisation** from the Institute for Challenging Disorganization in the US.

Please be assured that your satisfaction and privacy is of the utmost importance to us and therefore will be carefully guarded. **Our services are non-judgmental and strictly confidential**. To read more about us, please visit our website at <https://www.allsortsorganising.com.au/about/>.

Should you wish to proceed with Allsorts Organising, you may select from the following options, or alternately contact us to discuss a **custom package** (including a DIY option with coaching from Allsorts Organising) to suit your budget.

### Service Options (all rates are inclusive of GST)

#### **1. Kick Starter - \$490.00 (valued at \$540)**

We want to help you to get started on your journey to achieving your organising goals and understand that sometimes just knowing where to start can be a bit overwhelming. A Kick Starter is an investment in yourself and your home and provides you with a **customised action plan** coupled with some confidence-boosting quick wins. In addition, you will get to draw on our years of experience and gain an extra set of hands to make some real progress in a short period of time.

Our Kick Starter session gives you up to three (3) hours one-on-one with a professional organiser to:

- Undertake a detailed **needs analysis** which will help us to define your goals and help you establish some realistic timeframes;
- Undertake a **space audit** focusing on functionality;
- Uncover potential **roadblocks** or challenges;
- Determine your **organising style** and preferences;
- Discuss preliminary **recommendations**; and
- **Get started** on one of your priority areas.

Within five (5) business days of the session, you will also receive a **simple action plan** via email outlining recommended next steps, together with some tips and tools to assist you with your ongoing journey. An estimate for further assistance will also be provided on request.

*Please note that this offer is limited to one Kick Starter session per client/household per year.*

## **2. DIY Blueprint - A\$750 (valued at A\$840)**

If you are self-motivated and you would like to organise your own home but need some guidance to get you started, a customised DIY Blueprint is exactly what you need. This package focuses on defining your goals, organising style and potential roadblocks to provide you with a **step-by-step blueprint** for the way forward so all you need to do is get started.

One of our Professional Organisers will visit your home to undertake a detailed assessment so that the plan can be customised for you as there is no one-size-fits-all approach to organising. This usually takes around 1.5-2 hours. This can also be undertaken virtually via phone or skype/Zoom which is a convenient option for those outside of Canberra.

Within seven (7) business days of the session, you will also receive a **comprehensive written action plan** via email detailing the steps to assist you in achieving your goal. We will also recommend additional tools to assist with your journey and with long-term maintenance based on your specific needs.

You will also receive one (1) follow up phone/Zoom consultation of up to one (1) hour duration to be scheduled within three (3) months to maintain momentum, brainstorm challenges and celebrate your achievements.

You can supplement this with additional virtual or face-to-face coaching/organising sessions to keep you on track and assist you in establishing sustainable habits and routines as you transition into a maintenance phase.

## **3. Organising Power Hours (hourly rate)**

If you just need an extra set of hands (or two or three) to make quick progress, or if you only have one space that needs some attention, our Power Hours might be just what you need. You will be surprised how much you can achieve in a Power Hour drawing on our team's professional training and skills.

The hourly rate for specialist organising and decluttering is:

One Organiser	\$120.00 incl. GST
Two Organisers working concurrently	\$220.00 incl. GST
Three Organisers working concurrently	\$310.00 incl. GST
Four Organisers working concurrently	\$390.00 incl. GST

Discounted hourly rates may be available to individuals holding a current Seniors Card, COTA ACT Members, NDIS participants and community sector referrals (some conditions may apply).

*Please note that a minimum of 2 hours is required for the first organising session.*

## **4. Pre-purchased Organising Hours (discounted hourly rate)**

A 5% discount on our hourly rate (refer to Organising Power Hours above) is extended for pre-purchased blocks of 10 hours or more paid in full prior to commencement. These hours can be used across multiple organising sessions (with a minimum of 2 hours each session).

## 5. *Virtual Coaching (hourly rate)*

If you don't need hands-on assistance but would like to benefit from personal coaching from an organising expert to keep you on track, virtual coaching is your ideal solution. Together we will establish a realistic action plan for you to reclaim your home and create space for what is important to you.

Our Virtual Coaching sessions are designed to motivate, educate, support and empower you throughout your journey. You will also have access to your Professional Organiser in between scheduled sessions via email to assist you with any dastardly roadblocks.

The rate for virtual coaching is A\$100.00 per hour (incl. GST) with a minimum of four (4) 30-minute sessions.

## Some Frequently Asked Questions

### ***Is Allsorts Organising a registered NDIS service provider?***

Allsorts Organising is not a registered NDIS service provider. We do however work with many NDIS participants who are self-managed or have a fund manager in place. Please contact us to discuss further.

### ***How long does it take to organise a house/room/garage etc? Can you provide a quote to complete my house/room/garage etc?***

We are able to provide an estimate based on our experience for your consideration. However, please note that due to the nature of the organising process, it is sometimes difficult to provide an accurate estimation of time as the ability to make significant progress during the time allocated will also depend upon the client's ability to make decisions and commit to action. The quantity of items and any subsequent risks uncovered during the process may add to the scope of work. We will support and coach you through this process, but it is important that all decisions are yours (because it is your stuff!) and some things may take longer to decide upon than others.

### ***What happens with the items that I don't need any more?***

Allsorts Organising will remove items suitable to be delivered to charity or recycling only (excluding furniture and large items) up to, but not exceeding, the reasonable capacity of the Organisers vehicle. We will do so only with your express approval.

Items for disposal remain the responsibility of the client. Allsorts Organising can arrange for removal noting that any additional costs are the responsibility of the client.

## Terms and Conditions

- Rates are valid until 30 June 2022.
- A Service Agreement will be provided to you outlining full Terms and Conditions pertaining to our services.
- A surcharge may apply for travel in excess of 30km.