



*The Organizing Authority* <sup>SM</sup>

**FOR IMMEDIATE RELEASE**

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**NAPO-New England  
Celebrates January's *GO (Get Organized) Month*  
With Free *Shred-a-Thon***

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**Shred Unwanted Pounds  
&  
Talk Paper Management with Professional Organizers**

*Saturday, January 20, 10 am - 2 pm, Great Garage & Closets showroom, 10 Charles Street, Rear, Needham...* **NAPO-New England** (National Association of Professional Organizers-New England Chapter), the region's "organizing authority" and resource to finding professional organizers, invites Boston area residents and businesses to a free **Shred-a-Thon** that will take place during January's **GO (Get Organized) Month**, a period dedicated to raising awareness about the benefits of getting organized. Individuals and small business owners are invited to bring two standard-sized banker/file boxes of papers for secure shredding provided by **Doc Shredding Corp** of Sharon, whose industrial unit takes minutes to shred compared to the hours it takes a conventional office shredder. Professional organizers will be on hand to offer paper management tips and guidelines for *what to keep, where to store it, and for how long*. Information will be provided about identity theft protection and shredding services. The event, which is free and open to the public, will be hosted by **Great Garage and Closets** (an associate member of NAPO-New England) at its showroom in Needham. There will be free refreshments and giveaways, and participants will automatically receive a raffle entry to win organizing items.

"Paper, when not properly managed, creates confusion, inhibits productivity, and wastes time and money. It's important to learn techniques for managing paper, but it's equally important to know when to stop

holding onto it. Organizing is as much about letting go of things that clutter your space as it is about setting up systems to maintain order. Professional organizers help people in both these areas,” says NAPO - New England president Dawn Link. “Paper unchecked grows and takes on a life of its own. Organizers can help you work through the intimidation factor and give you a clear understanding about: 1) which documents are important to **retain** (and for how long), 2) what you should immediately **respond** to and then discard, and 3) what to immediately and automatically toss into the **recycle** bin. We’ll be talking about this and more at the Shred-a-thon.”

NAPO-New England ([www.napo-newengland.com](http://www.napo-newengland.com)) is the second largest NAPO chapter in the country, with 127 members in ME, MA, NH, RI and VT (CT has its own chapter.). Professional Organizers offer the following services to individuals, families, small businesses and corporations: space planning and design; room, office & storage organizing; custom designed filing systems; project management; time management coaching; paper & electronic information management; home staging; downsizing; and moving and relocation services. Link says, “People who get their households organized are able to accomplish more, find what they need when they want it, feel more relaxed, and enjoy more quality time with their families. Businesses report that getting organized results in increased productivity, improved worker morale, better client relations, and a 10 - 15 % increase in their bottom lines. It’s worth it to get organized, and since there are over 120 organizers in New England, you don’t have to do it alone!”

**Two standard-sized banker/file boxes of documents are allowed per person (Paper clips and staples are okay. Binders and magazines are not allowed.). All documents will be shredded inside Doc Shredding Corp’s secure shredding truck, which will be parked onsite during the event. For more information and directions to Great Garage and Closets call (617) 335-1111 or visit [www.napo-newengland.com](http://www.napo-newengland.com).**

**SNOW DATE: Saturday, January 27, 10 am – 2 pm.**

***Media Inquiries:* A NAPO-New England spokesperson will be available to talk to journalists during the Shred-a-thon. Professional organizers in your town, and their clients, are available for interviews. We would be happy to arrange for an organizer to conduct a desk or workspace makeover at your offices or the home office of a reader/viewer. For more information, to arrange an interview or for before-and-after organizing photos, please call Leslie Wolfe Arista, Mediabuzz Publicity, (617) 713-4130.**