



# 5 TIPS TO ORGANISE Your Home

- 1 Utilise Storage Space**  
 Keeping your home organised and clutter free can seem like a never ending task. Try our BANKERS BOX® Style range to store and organise your items at home, whether is shoes, bed linen or craft products, Bankers Box has an ideal storage solution for you.
- 2 Getting organised starts with lists**  
 Ready to get organised? Use FREE printables to create reusable to do lists and calendars by laminating them. From shopping lists, dentist appointments and menu plans, you can keep organised and simply use a dry wipe pen to simply wipe them away as you complete your tasks.
- 3 Bind to organise**  
 Need a little help getting your years of collected recipes, manuals or photos in order. Simply laminate and use a binder to create them as bound book. Creating your own books means you can add a splash of your own personality as well as keeping everything in one convenient location.
- 4 Clear your clutter**  
 Clear out your clutter by using a shredder to securely dispose of old utility bills and bank statements. A good way to manage junk mail, is to open your mail near a shredder and shred straight away if it is not required.
- 5 Use Desk Accessories**  
 With all those piles of papers and general clutter, it's hard to keep your home office organised. De-clutter your space with Fellowes range of Ispire desk accessories or Style desktop accessories to give everything a home and be easy to find.

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