

## Accolades

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*"In the scope of a happy life, a messy desk or an overstuffed coat closet is a trivial thing, yet I find - and I hear from other people that they agree - that getting rid of clutter gives a disproportionate boost to happiness."*

Gretchen Rubin

"Vera has proven to be an exceptionally organized individual, and I have depended on her to assist me in my role as Professor."

*"When our mother decided to move into a retirement residence, Vera helped her to clear out 25 years of living in a four-bedroom home to a one bedroom apartment. She went through every nook and cranny, arranged for delivery of household treasures to family members across Canada and the US, donated articles to charities across the city, discarded the rest and readied the home for its new owners. With family members residing at a great distance, she helped to simplify our lives while working directly with our mother to ensure her wishes were respected."*

"Dedicated and meticulous, over the past several years Vera has organized and input my course materials into an online format and was instrumental in reorganizing my files and readings to ensure a more simplified process for accessing and retrieving information. She is an expert at handling all manner of reports, presentations and computer applications."

*"When our mother's health began to deteriorate, Vera helped her stay in her home by organizing her closets and kitchen so everything was easily retrievable. She checked on her regularly to ensure that mom was able to continue keeping her home orderly."*

## A to Zen Organizing

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# A to Zen Organizing

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## ORDER FROM CHAOS

*Expertise in Organizing Homes,  
Offices, and Memories*

*"When we clear the physical clutter from our lives, we literally make way for inspiration and 'good, orderly direction' to enter."*

Julia Cameron

## Our Goal

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*“A woman with organizing skills can run a construction company without ever picking up a hammer or nails.”*

Will Farrell

Whether you're faced with the daunting task of moving your belongings to a new home or looking to regain and maintain order where you currently reside, I can offer hands-on assistance to get the job done.

I will liberate you from the stress of facing these challenges alone, and will help you rid clutter and chaos from your home. Your home will be transformed into a peaceful and safe haven—what a home is meant to be.

If you are interested in arranging or organizing your office, including your paper and e-files, I can help you. With 30+ years of managing a variety of offices for busy professionals I have come up with systems that will help your office run more efficiently.

Straightforward and beautiful solutions will help bring a new sense of control, meaning and ease to your life.

## Specializing in Helping Seniors

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*“There's nothing wrong with having a collection, but it becomes a problem when it overwhelms your space. When you're not displaying it properly, you're not enjoying it and it turns into clutter.”*

Niecy Nash

Now is the time for life to be easy. Whether you plan on staying in your home, downsizing or moving to a senior's residence, the whole idea can be overwhelming. I would be pleased to help make this transition as painless as possible for you.

To help you, I will respect your independence and how much or how little personal involvement you wish in the moving process, determine with you whether you wish your family to be included, and I will ensure that the job is completed to your satisfaction.

If you wish, I will make your current home ready for the market and then clean it to make it ready for its next owner. You can decide if friends and family should be involved in the moving process, and I will help you arrange disposal of your unwanted items and gifting and delivering well-loved usable items to families in need through charities.

I will help you to decide what to bring to your new home and will pack, arrange your move, and set you up, right down to the last picture to be hung. I understand how hard all of this is to do, and will make it happen efficiently and with ease.

## Who Am I and How Can I Help?

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*“Of course, I love tools. I also love arranging them, to the point where I came up with a name for my organizing metric: first-order retrievability.”*

Adam Savage

I have a passion for organizing and managing projects from start to finish and the sensitivity and compassion required for downsizing, arranging and storing a life-time of memories.

Drawing on years of experience, I am able to provide organizational solutions that will help you eliminate what does not bring function or joy to your life.

I have assisted seniors in making the transition to their retirement residence, and families faced the challenges of dealing with an estate. I have worked with individuals who find it difficult to begin downsizing or organizing collections of family memorabilia, and helped families manage their day-to-day lives through a system of careful arrangement and retrieval.

Your family documents are valuable reminders of lives well-lived and deserve the honour of a meticulously organized system of both online and real-time retrieval. I can assist in preserving memories through reconfiguring photos and photo albums into life stories through pictures and personal narratives that will become family treasures for generations to come.

My business organizing experience with busy professionals has ensured efficient systematizing of paper and e-files, arranging schedules, managing day-to-day activities, and ensuring a flawless image. As a business college instructor, I have guided students in organizing their research and thoughts into tangible written projects.