**OrganizingWORKS is a Green Company**

To help the environment, many companies are following the current trend of “going green”. Karen Kenney has followed “green” practices since starting OrganizingWORKS! in 2001. She recycles, reuses, or re-homes as many items as possible.

* Boxes, bags, packing paper and packing peanuts, used during a move, are expensive. Often these items are still very functional and can be reused multiple times.
* Outdated stationery can be cut up and used as note pads. Many copy centers will make this paper into scratch pads.

* Outdated addresses on printed envelopes can be covered with new address labels and the envelope can be used. Karen hasn’t bought envelopes in years!
* Many people change household items such as linens, towels, pots/pans, glasses, China, and flatware on a regular basis. Many of these items are gently used and could be donated to people in need, rather than being thrown in the landfill.
* Ink cartridges can be recycled in stores like Staples or Hewlett Packard directly. Check with your printer company. Keep the ink cartridges (plastic) out of the landfill.
* Furniture can be donated to organizations that will make it available to people in need.
* Clothing is now becoming popular. Check out www Baystatetextiles.com. See the frightening statistics on how many pounds of textiles are toss every year.
* Used books can be donated to More Than Words. ([www.mtwyouth.org](http://www.mtwyouth.org))

Do you have items you would like to donate but can’t deliver them yourself? Karen will collect your donations and deliver them to the appropriate organizations. Karen charges a modest fee, to cover expenses, and she tries to select groups that serve your local community.

An additional benefit of reusing, recycling, or donating items is that these practices lessen the impact on our landfills. This is not only good for the environment, but good for Karen’s clients as well.

For information and resources visit Karen’s website at [www.organizingworks.net](http://www.organizingworks.net).

Additional information can be found at the following websites:

www.gogreen.org

www.energystar.gov

www.epa.gov/epawaste/index.htm