

# Farm Office Spring Clean *challenge*

**Are you ready, willing and able to tackle the new season with a spring in your step around the farm office?**

We all know too well that the run into the end of the year can get a tad chaotic.... Am I right?

Let's get set up together to embrace this time of year on the front foot, so come 'years end' you can breathe a sigh of relief knowing that you have achieved all that you need in a calm and ordered way.

The VERY best thing about this Challenge is that you don't have to do it alone. Let's be real, if I left you to do this by yourself it would likely fall to the bottom of the list, right? I'm going support and guide you all the way through the next 4 weeks.

*Don't worry, this won't be onerous and I won't be on your back every day, but we will have a few bite-size tasks to chew away at each week! It really is all about the little changes being done well that can have the biggest impact. I know this from experience.*



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## What you get / How it works

- 15 min Clarity Call with Alison - let's set a goal  
(Make your booking here <https://calendly.com/alison-foa/15min> )
  - 4 x weeks and 4 x challenges
  - A copy of my *Office Spring Clean Checklist*
  - Supporting documents (tips, tools and templates) to help you along the way
  - Access to a group chat with all members joining in with the challenge (optional)
  - Support and encouragement from the group
  - Accountability - I want you to accomplish this!
  - Best of all, by the end of the month you will have a clean and organized office which equals a FUNCTIONALITY and PRODUCTIVITY increase!
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## Weekly Challenges Overview

### Week 1 Challenge

Clear your Clutter (Use 4 x Ds to disseminate all the piles, sticky notes etc lying around your office)

### Week 2 Challenge

Find a HOME for everything... Maybe a review of your filing system?

### Week 3 Challenge

Make your office 'A happy Place' clean, clear, re-arrange

### Week 4 Challenge

Re-set with clear intentions on how you are going to run your functioning farm office into the end of the year



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## Now I ask from you...

**Lean in – commit to this and you will reap the rewards.**

Send me a DM, email or share in the chat group a 'BEFORE' photo of your office. I know this may be a bit scary, but trust me, you are amongst friends and like-minded people in this community, and this is an important step in the challenge.

## Are you ready?

# *Let's dive in...*