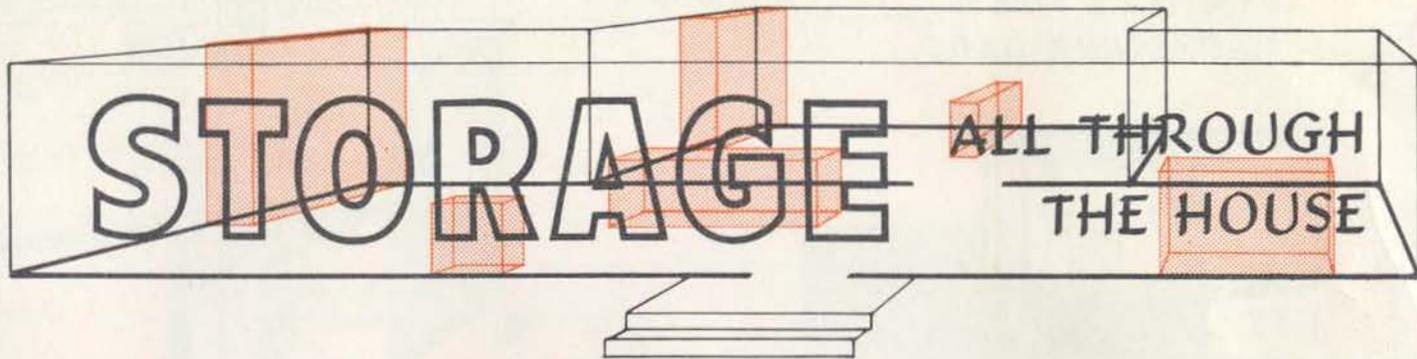




DEC 18 '64



Prepared by Hilda Frederick, Esther Nystrom, Willma Shryack and Esther Wilson\*  
October, 1964

A home where things are stored for easy use—where there is a “planned” place for everything—offers a background for congenial happy family living.

Good storage contributes to savings through better care of family possessions and the extended life of articles.

Homemakers will find housekeeping can be pleasant, satisfying and not too difficult if they use these storage principles:

1. STORE NEAR PLACE OF FIRST OR LAST USE
2. STORE FOR EASY ACCESS
3. STORE TOGETHER ITEMS USED TOGETHER
4. STORE OCCASIONALLY USED OR SEASONAL ITEMS TO MAINTAIN GOOD CONDITION

Analyze your present storage by these principles:

### FIRST OR LAST USE

Are articles stored *near the place most often used*: the bath towels, soap, tissue and toilet accessories in or near the bathroom; kitchen aprons in the kitchen; note pads, writing supplies and records near the phone for a business center; dishes near the dishwasher or dishing-up (cooking) area; food and other survival supplies near the shelter area?

### STORE FOR EASY ACCESS

Things should be *easy to see, easy to reach and easy to use*. How many items must you move before you get the vacuum cleaner out? Are light weight articles on top shelves and heavy items placed on lower levels? Would a vertical file type storage make it easier to see and grasp the right purse? Are children's clothes, toys, books at their

level of reach? Do some spaces seem overcrowded? Are drawers too deep and shelves too far apart? Are items to be taken to your shelter area readily available in an emergency?

### STORE TOGETHER

Do you have to go from room to room or place to place to get paper, pencil, stamps, receipts and records? Are the vacuum cleaner attachments with or near the vacuum? Are detergents, bleach, starch, stain remover, and basket together in the laundry? Are the children's bedroom slippers with their pajamas? Are the stereo records near the record player?

### STORE SAFELY

Are tennis rackets and ski boots stored in a damp basement where they might warp or mold? Do you “fight” the garden tools all winter? Do picnic and summer recreation items have labeled places for winter months? Are the holiday decorations, flower containers, special pans and molds taking up precious easy-to-use storage places? Are there articles that will never be used taking up good storage space?

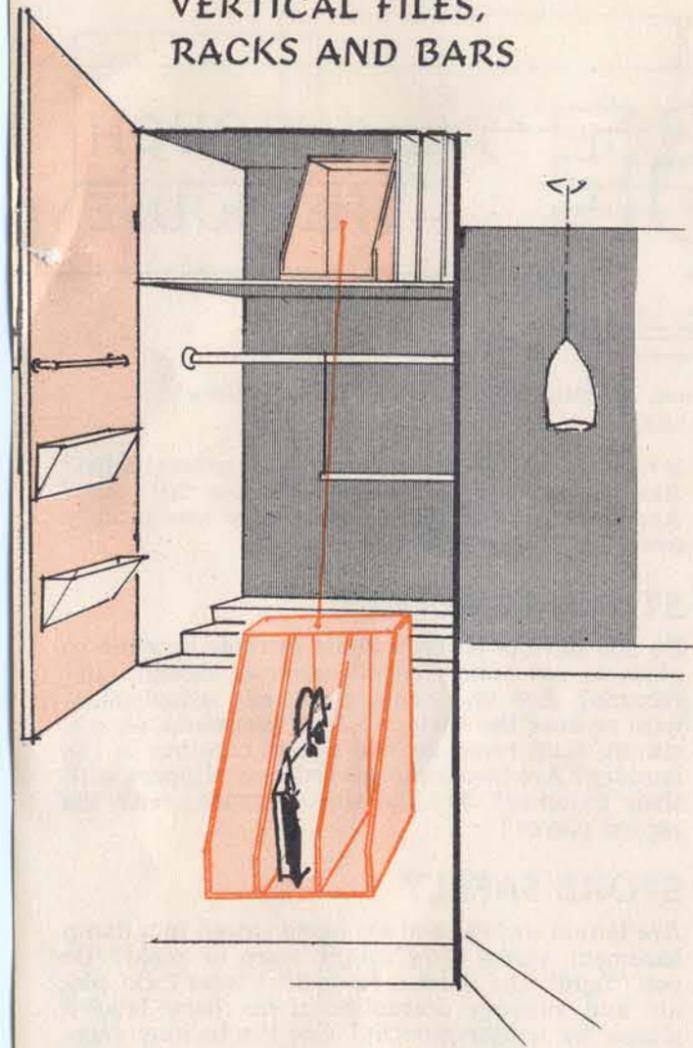
### FAMILY PEACE OF MIND

*Order and neatness reduce stress*. The minutes that multiply into hours when someone is hunting for an article cause frustration and tension. Uncluttered surroundings permit smooth, quick completion of household chores, a calm atmosphere when the work is completed. Order helps the breadwinner leave for work with a brighter outlook. In the younger child, an extra sense of security is developed when there is a special place for his possessions. If his things can be put away safely, the youngster more quickly learns respect for the property of others.

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Many storage accessories can be made or purchased at little cost. Do the following suggestions give you some ideas for making your storage space more usable?

### VERTICAL FILES, RACKS AND BARS



Purses stored in vertical files are easy to find for quick trips to town. Door space that would otherwise be wasted becomes useful when door racks and adjustable bars are added. Make the high clothes pole found in most closets useful for children's clothes by attaching a "low bar." "Low bars" are also handy for hanging blouses or men's shirts. Step shelves will allow for better use of closet floor space.

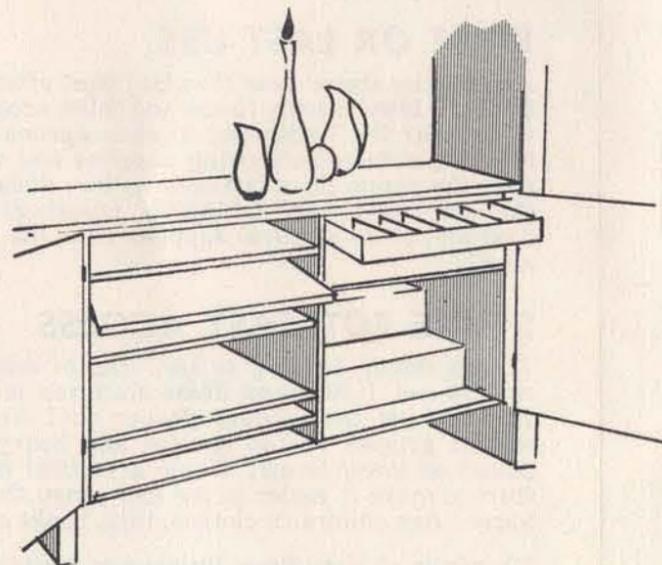
These same ideas can be applied to storage space in many other rooms. In the kitchen, vertical files are fine for pans, lids and trays. For the business center, vertical files are an essential. In the living room they may be used for the teen-ager's records.



### STORAGE CARTS

Storage carts make it easy to move tools for the job to the job. The one shown here is actually a small baking center. This same idea might be used for a mobile sewing center, cleaning center or can be equipped to make an excellent food center for patio service.

### STEP SHELVES, SLIDING TRAYS, DRAWER DIVIDERS, LAZY SUSANS



### BAGS, BASKETS AND BOXES

Easy to add, inexpensive, very effective storage can be arranged from shopping bags, fruit baskets, and boxes. There are numerous other containers which can be made into attractive storage units. Try basket type containers for magazines and papers, toys or sewing supplies. Heavy kraft paper sacks are suitable organizers for laundry and cleaning supplies, playthings and kitchen vegetables. Don't overlook the old-fashioned shoe-bag type storage. You will be surprised how many things can be accommodated. A few examples are kitchen tools, cleaning supplies, purses and sewing items.



A step shelf makes any article easier to see and easier to reach. In the kitchen cabinet, spices are often a jumbled stack. Cups and glasses are other articles that may be more accessible on step shelves. Try step shelves in the bedroom for shoes, in the utility room for cleaning supplies and in deep medicine closets for drugs.

Sliding trays answer storage problems for table linens in the kitchen, towels in the bathroom and sheets in the linen closet. There is no better way to handle cooking utensil storage in the deeper kitchen cabinets. Drawer dividers organize silver, cosmetics and all other types of small articles. Lazy Susans are another excellent solution to the hard-to-reach, hard-to-see situations.

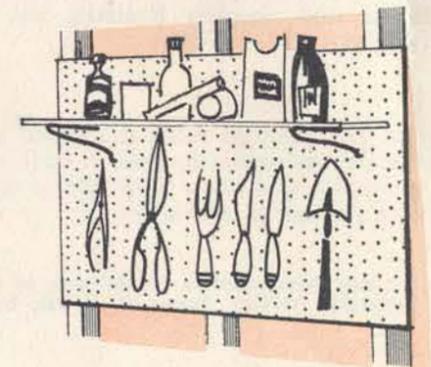
Keep the above storage suggestions in mind when building shelves for special books and hobby collections.



### LABELED OR SEE-THROUGH CONTAINERS

Items in view or plainly labeled are easy to find and easy to use. Try the new plastic boxes for sweater or shoe storage. Put labels on the outside of the containers that hide their contents. Colorful scarves folded and kept in see-through containers add a decorative touch in the bedroom. Labeled canisters add to the efficiency of kitchen storage.

### PEG BOARD AND HOOKS





## TEST THE STORAGE ALL THROUGH YOUR HOUSE:

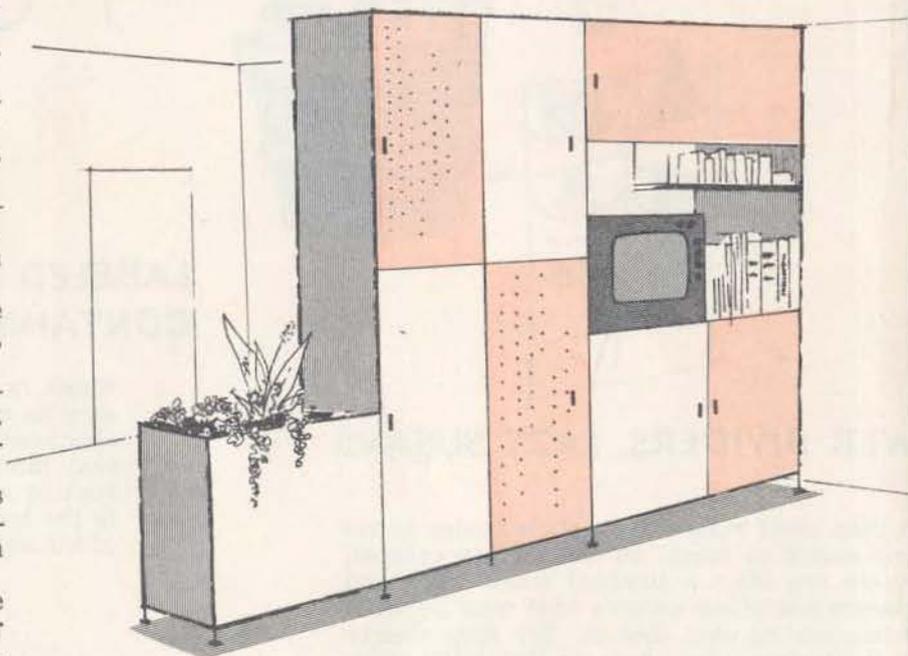
- Does it keep items in good condition?
- Does it save time (in hunting, picking up, putting away)?
- Does it save energy?
- Does it teach orderliness?
- Does it promote respect for others' belongings?
- Does it add comfort?
- Does it keep the house clean?

- Does it eliminate frustration?
- Does it allow for flexibility as needs change?
- Does it allow space for everyone's personal belongings?
- Does it decrease family annoyance and irritation?
- Does it promote pride and satisfaction among family members?

If your answers are "yes" you have used good storage principles in developing the storage needs of your home.

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STORAGE WALLS

Many of the storage ideas discussed inside this folder can be combined into **storage walls** and **room dividers**. When planning such a unit consider activities of the room concerned. Design your storage to best use space and allow easy access to articles. It is easier to keep the home neat and pleasant when adequate storage is available.

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