Print out your Daily To Do List and keep it handy so you're referring to it often. This list can take the place of all those scrappy pieces of paper and can also become a handy check list to refer back to at a later date.

DAILY TO DO LIST

Action	Priority / Date	Category: Home / Business

GIOIA - Angella Gilbert, Organising & Decluttering Expert
Phone: 09 410 4166 Mobile: 027 224 8937
Email: angella@gioia.net.nz Website: www.gioia.net.nz

Copyright of Gioia