## ~~~MY RULES FOR PAPER~~~ QUESTIONS TO ASK

- I. Why do I need this?
- 2. How long do I need to keep it?
- 3. Can I find the information someplace else?
- 4. How easy would it be to replace?
- 5. What was its purpose in my life? Is that purpose relevant today? Has it achieved its purpose?
- 6. If I keep it, how will I find it again?