Golden Rules For Easier Living

- 1. If You Open It, Close It.
- If You Turn It On, Turn It Off. 2.
- 3. If You Unlock It, Lock It Up.
- 4. If You Break It, Admit It.
- If You Can't Fix It, Call In Someone Who Can. 5.
- 6. If You Borrow It, Return It.
- 7. If You Value It, Take Care Of It.
- 8. If You Make A Mess, Clean It Up.
- 9. If You Move It, Put It Back.
- 10. If It Belongs To Someone Else And You Want To Use It, Get Permission.

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- 11. If You Don't Know How To Operate It, Leave It Alone.
- 12. If It's None Of Your Business, Don't Ask Questions.
- 13. If It Isn't Broken, Don't Fix It.
- 14. If It Will Brighten Someone's Day . . . Say It.