

Thank you for scheduling a Home Assessment

During this Assessment we will:

- Walk through your entire home and storage areas, and conduct a “verbal tour”
- Identify the organizing and life challenges you face
- Discuss what’s working and what’s not working for you
- Explore the deeper meaning for why you want to be better organized
- List and prioritize your goals
- Create a plan for your overall organizing projects
- Determine a timeline for completion
- Schedule the necessary sessions required to fulfill your goals

I will provide:

- A fresh perspective and professional organizing experience
- An estimate of work sessions your projects will require.
- Professional and innovative solutions to your organizing challenges.
- *Complete confidentiality* as outlined in my Code of Conduct.

To maximize the time we will be spending together and to prepare for our session, please:

- Schedule 1-2 hours for the assessment; work sessions are 3-6 hours.
- Plan to be free of interruptions: phone, email, text and visitors.
- Have something to eat before our meeting.
- If you have small children, consider arranging for a sitter if it is feasible.
- Plan to review and sign the following forms before we begin: Terms of Agreement and Photo Consent
- Have your calendar available to schedule future organizing sessions.
- Arrange for pets to be safely out of the way.
- Important: There is no need to *organize for the organizer*. I would like to see how you function in your home/space on a day-to-day basis.
- Be prepared to pay \$75.00 for this scheduled In-Home Assessment.
- If you schedule your first work session during the assessment, \$40 will be credited to the session.

If it is necessary for you to reschedule, please give 24 hours’ notice *by phone*.

My cell number is **610-547-2264** if you have any questions. You may also text me.

I look forward to working with you!

Thank you,

Denise