



**ANTHONY K.**

*Real Estate . Property Management . Lifestyle*

## **GETTING READY for your Session**

Now that your appointment has been scheduled and confirmed for our **Professional Organizing Signature Services** we would like for you to kindly read the following guidelines for a successful session with your assigned Professional Organizer & Lifestyle Management Executive.

1. Be on time and be ready.
2. We require your undivided attention at all times.
3. Your first hour with your assigned lifestyle management executive is crucial to the achievement of a favorable outcome for both sides. We are committed to providing the best customer service possible within our industry. If a decision making process is required on your part throughout the entire session, then your presence is necessary. Organizers can not decide for you what is important and what is not. They are professionally trained to help you with such process if you are in need of guidance to do so. If not, then after your first hour of introductory instructions and recommendations, you may decide whether or not you would like to stay for the remaining time.
4. Our lifestyle management executives, as part of their job and to perform to their utmost high quality level of service, will ask you non-intrusive, but indispensable questions about your likes, dislikes and your current lifestyle behavioral trends to help them determine the best course of action to take to create the appropriate living and/or working space to make your lifestyle more functional.
5. Our lifestyle management executives, will never impose a system on your current way of life. They are all properly trained to let you know what is working and what is not. They will create a system for you to follow, but success depends on your effort to make it happen. They will talk to you and work with you about what changes can be done and how to achieve them. They will encourage you to take mental or written notes about every detail discussed during the session.
6. Remember, we are working for you not against you. Undertaking what troubles you the most is our responsibility as a workforce of professionals pledging to elevate the quality of your life. We are dedicated to creating awareness on how your emotional and physical well being can become balanced and healthy by living an organized lifestyle.

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