



Life Simplified

Compassionate Move Managers
& Organizers

Life Simplified Organizational Process

Life Simplified
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With Life Simplified, you should feel elated after every service! That said, the success of your organizing project is largely up to you. My job is to evaluate the situation and create a new system tailored to your lifestyle. When you maintain this system, it will eventually become a routine! It is normal for systems to be tweaked and adjusted. Just make sure you are incorporating your new routines across all of life's stages.

- *Our first point of contact* is a complimentary 15-minute phone consultation. During this introduction call, I have the opportunity to listen to your unique needs and goals. After asking you a series of questions, I can gain an understanding of issues that may be hindering your success. We will work together to determine the best path forward for you and your family!
- The next step is your *initial consultation and needs assessment*. This process takes about an hour, and we usually do this at your home. However, if you prefer, you can send me pictures of your space, and we can discuss your particular pain points over the phone. It's no problem at all!

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- i) I will *tour your home* during the consultation. Please resist the natural inclination to tidy up before this meeting! An organizer needs to see how the client operates to know which systems work. When I can see where piles naturally form, it helps me create an appropriate plan that addresses your specific needs.
 - ii) Each client's organizing woes are unique, and as a professional organizer, I'm here to help you, not to judge!
- After our consultation, *a session will be scheduled for the project to begin*. I will suggest organizing products to help you get started, but I always try to use products that you already have, first.
 - There's a pace to the organizational process. *The amount of time it takes and the amount of sessions you need* depends on your speed and how long it takes to reach your goals. Your pace will be determined by how fast you make decisions and work through the process.

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- *Together* we will identify what you use, love, and want to keep. We'll store it in an organized manner, and decide what to do with your unwanted items. I never throw out anything without your permission! Your personal information is confidential, and you can rest assured that I follow the NAPO Code of Ethics.
- By working together, *we will clear the clutter* from your space (I also offer solo organization sessions where I consult the client as needed). But equally as important, you will also learn new skills to help you maintain order.
- Because I am not emotionally attached to your objects, *I can be objective* as you work to reclaim your space. I'll provide structure, energy, expertise, guidance, encouragement, and support!

Thank you for choosing Life Simplified!

*Cash, check or credit card is due after each session (unless a package is purchased).

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Meet Annie Kilbride, Founder & President



Annie Kilbride is the proud owner & fearless Leader of the team at **Life Simplified, LLC. a Professional Move Management & Organizing Company.** Annie's compassion for others & ability to use time efficiently are apparent the first time you meet her. As a former critical care nurse, she applies her knowledge and ability to connect with others to each job, utilizing her passion and talent to simplify your move, project, even your life.

Over the years, Annie has used her assessment, communication and planning skills to develop Life Simplified into more than just a professional organizing company. She has branched out into the Professional Move Management and Staging arenas. Her ability to use her compassion along with her skills has made her a leader in all these fields.

Annie has also donated her services to local fundraising events that help the community. She has had the gratifying experience of helping two local nonprofit organizations create an amazing donation center for the community in order to provide clothes and food that they would not otherwise have any access to. She has taught at the local community college & local adult school and had many speaking engagements. Annie has even been flown to Key West to help a client, as well as, been interviewed several times on local radio and TV shows & been quoted in several different newspaper articles.

In addition to her organizational talents, Annie strives to educate others. Annie's team helps guide clients through many overwhelming and difficult life altering decision making processes with compassion and absolutely no judgement.

Annie & the Life Simplified Team go the extra mile—she will hang something on the wall, move furniture, pick up supplies, pack her car full of donations. She will even bring all your items to sell, and arrange for all pick-ups, contact auctioneers, eBay personnel and get you fair value for your unwanted clutter. Annie will arrange for the electrician, handyman, junk man, movers, etc. and keep ALL of them on schedule!

Annie & her team are members of National Association of Productivity & Organizing Professionals, Real Estate Staging Association, National Association of Specialty & Senior Move Managers, The Keys Guild, SBO Partner Program & has been voted Best of the Main Line & Western Suburbs by Main Line Today.

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