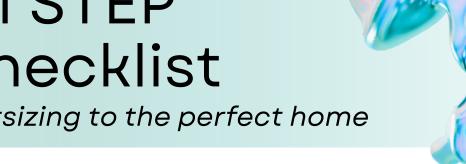
# 11 STEP Checklist

for Rightsizing to the perfect home





### **STEP 1: FIND YOUR WHY??**

Ask yourself: Why now? Do you want less maintenance? More time with grandkids? Less financial stress? Your "WHY" is your compass. Keep it visible on your fridge, mirror, or inside your sock drawer.

💡 **Bonus Tip:** Try journaling it or jotting it down on a sticky note & you'll see everywhere.

#### **STEP 2: START SMALL**

Begin with one drawer or shelf. Momentum builds fast once you see progress. Don't think "entire house"-think "junk drawer."

- App to Try: <u>Tody</u> turn small cleaning goals into satisfying checklists.
- o Bonus: Write down what you're avoiding most and do it first. It makes everything else feel easier. (Theme of the short book, "Eat that Frong" by Brian Tracy.)

### **STEP 3: CREATE SORTING PILES**

Keep. Donate. Discard. That's it. Use labeled bins or laundry baskets. Local charities will often pick up. & Helpful Resource: DonationTown.org can help you schedule donation pickups with nearby organizations. Sell It?: Use Facebook Marketplace or OfferUp for easy local sales

### **STEP 4: PRIORITIZE ONE-STORY LIVING**

Your knees will thank you. Think about layout: wider doorways, fewer stairs, easy bathroom access, no carpet...

Explore Designs: universaldesign.org - Senior-friendly home features.

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### STEP 5: Set a 20-Minute Timer

Big tasks feel easier when they're broken into short bursts. That's where the **Pomodoro Technique** comes in – work for 20–25 minutes, then take a short break. It's science-backed and sanity-saving. The Pomodoro Cube Timer – a little cube you flip to 5, 10, 20, or 25 minutes and it starts counting down.

- (b) Why it works: Focus in short sprints = more done, less drained. And no doom-scrolling in between.
- **Want one?** Here's a good one **Amazon:** <u>Amazon Pomodoro Cube</u> (not an affiliate link just something I like!)
- **particle Bonus fun**: Pair it with your favorite playlist to make it fly by.

## STEP 6: Write Your 5 Must-Haves

Before you fall in love with the first granite-countered cutie you tour, take a step back. What do you really want in your next home? Your new space should fit your lifestyle – not just your old dining set!

Use this chart to clarify what matters most & what you're ready to let go of:

#### Must-Haves

Walk-in shower Guest room Covered patio

### **O** Don't Need Anymore

Whirlpool tub I never use Formal dining room Massive yard

## $(\checkmark)$

### **STEP 7: TAKE A BEFORE PICTURE**

#### Of your stuff, not yourself!

Snap a few quick photos of that crowded closet, the overflowing garage shelf, or the kitchen junk drawer (we all have one). **Why?** 

- 🐿 1. It's satisfying You'll love seeing the "after."
- 😂 2. It's funny You might uncover a flip phone, or your 1987 perm kit.
- 3. It's motivating You'll see just how far you've come, even if you forget halfway through why you started.

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## **STEP 8: Digitize Important Documents**

Scan your Will, insurance, mortgage docs, and tax files. You'll save space and headaches later.

- Tools: Use a scanner app (like ScanSnap or Adobe Scan), or head to UPS or FedEx Office for help.
- 🗅 Save to <u>Dropbox</u>, <u>Google Drive</u>, or a USB drive -password protected.

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A guest room that becomes an office or a TV room that hides a Murphy bed = smart living.

▲ Design Inspo: Search "multi-functional furniture" on Pinterest for ideas.

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#### **STEP 10: INVOLVE FAMILY EARLY**

Downsizing can stir up family feelings—memories, opinions, **and ... drama.** Tell them your plans EARLY on; ask what (if anything) they want, and make a plan to distribute meaningful items.

- Pro Tip: Don't assume they want grandma's China–ask first. You might be surprised who wants the lava lamp from 1972!!
- Memory Hack: Have a quick photo day-snap pics of sentimental items before donating or gifting them. You'll keep the memory without the clutter.
- **Legacy Tip**: If your move involves estate planning or asset shifts, loop in a financial advisor or attorney early. It'll save headaches later.

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### STEP 11: CALL d. DIANE TO SEE YOUR WORK

You did it! **Now you are on the path of RightSizing TO YOUR NEXT HOME**, and enjoying your WHY! (The lower maintenance, the grandkids, your new knees & back without the stairs!

Pro Tip: Downsizing isn't a punishment – it's a power move. Every small win is a big step toward a simpler, happier home.