

30-DAY RIGHTSIZING GUIDE



EPIQUE

*A stress-free plan for decluttering
30 years of memories*

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Hello,

Before we dive in, I want you to know this guide was created with one goal in mind - helping you move into your next chapter with less stress and more clarity.

Rightsizing isn't about getting rid of everything you've built over the years. It's about choosing what supports the life you want moving forward.

After decades of memories, routines, and "one day" items, it's completely normal to feel unsure where to begin.

This guide is designed to make the process feel manageable. No pressure. No rushed decisions. Just small, intentional steps that help you create space for what matters most.

You'll move room by room, day by day, focusing on progress - not perfection. Think of this as your companion as you simplify, prepare, and thoughtfully plan for what's next.

I'm honored to be part of this journey with you.

Helping you create space for what's next,

Tiffany Mosby

P.S. If questions come up along the way, you don't have to figure it out alone - I'm here when you're ready.



The 4 Decision Categories



KEEP



TOSS



SELL



GIFT

- “Would I choose this again today?”
- “Does this fit my next home?”
- “Does this serve my future?”





Before tackling sentimental spaces, begin with areas that require less decision-making. These quick wins help build momentum and make the process feel manageable.

Week 1:

Start Small. Build Confidence.

Day 1–2: Linen Closets

- Remove worn or unused linens
- Keep only what you realistically use
- Donate extras in good condition

Day 3–4: Kitchen Duplicates

- Extra utensils, mugs, and small appliances
- Keep favorites — release the rest
- Create space for simplicity

Day 5: Toiletries & Expired Items

- Dispose of outdated products
- Clear cabinets and drawers
- Keep everyday essentials only

Day 6: The "Junk Drawer"

- Sort into Keep / Toss / Relocate
- Let go of items without a purpose
- Create a fresh starting point

Day 7: Reset & Celebrate

- Step back and notice the progress
- Donation bag out the door
- Confidence built = ready for Week 2

Goal of Week 1: Build confidence before tackling emotional spaces.

Clear the Spaces That Quietly Collect Clutter. These areas tend to hold the “we might need this someday” items. This week is about creating breathing room in the behind-the-scenes spaces of your home.

Week 2: Utility Zones

Day 8: Coat Closet

- Remove unused or duplicate outerwear
- Keep only current seasonal favorites
- Relocate items that belong elsewhere

Day 9: Laundry Room

- Clear shelves and cabinets
- Dispose of empty or old products
- Simplify to everyday essentials

Day 10–11: Garage or Storage Shelves

- Start with one shelf at a time
- Sort tools, bins, and forgotten items
- Let go of duplicates or broken pieces

Day 12: Basement Storage

- Focus on easy decisions first
- Group similar items together
- Set aside donation or sell piles

Day 13: The 2+ Year Rule

- If it hasn't been used in two years, ask why you're keeping it
- Keep only items that still serve your future lifestyle

Day 14: Donation Drop-Off Day

- Load donation items into your car
- Schedule pick-up if needed
- Celebrate the extra space you've created

The 2-Year Rule
If you haven't used it, loved it, or looked for it in two years... it may not need to move forward with you.

Week 3: Living Zones

Day 15: Bookshelves

- Keep meaningful or frequently used books
- Let go of outdated or unread volumes
- Display only what you truly enjoy

Day 16: Decorative Items

- Choose pieces that bring you joy
- Remove items that feel like obligation
- Create cleaner, calmer surfaces

Day 17: Living Room Surfaces

- Clear side tables, consoles, and shelves
- Keep only everyday essentials
- Aim for open space, not full space

Day 18: Dining Room Storage

- Review serving pieces and extras
- Keep what fits your current lifestyle
- Release duplicate or unused items

Day 19: Furniture Evaluation

- Consider what will realistically fit a future home
- Prioritize comfort and functionality
- Let go of pieces that no longer serve you

Day 20: What Won't Move Forward

- Identify items that belong to a past season
- Decide what aligns with your next chapter

Day 21: Reflection & Reset

- Step back and notice how your home feels now
- Celebrate the progress you've made

Now that the easier areas are complete, it's time to focus on the rooms that define how your home feels. This week helps you decide what truly supports your next chapter.



Goal of Week 3: Keep what enhances daily life and release what no longer fits your future.

Week 4: High-Emotion Zones

Day 22: Bedroom Closet

- Remove items that no longer fit your lifestyle
- Keep clothing you currently wear and love
- Create space for your next chapter

Day 23: Clothing for Your Future Life

- Think about how you want to live going forward
- Keep what supports that lifestyle
- Let go of “just in case” pieces

Day 24: Keepsakes

- Choose the most meaningful items
- Focus on quality over quantity
- Preserve memories, not clutter

Day 25: Photos (Digitize Day)

- Select favorite photos to keep physically
- Scan or digitize albums when possible
- Protect memories while saving space

Day 26: Memory Box – The One Box Rule

- Choose one box for special keepsakes
- When the box feels full, revisit what matters most

Day 27: Gifts & Heirlooms

- Pass meaningful items to family now
- Keep what truly feels important to you
- Release guilt tied to things you don't use

Day 28: Final Pass

- Walk each room with fresh eyes
- Remove anything that no longer feels aligned

This week focuses on the most personal spaces in your home. Move slowly, give yourself grace, and remember - the goal isn't to rush decisions, but to choose intentionally.



You're not getting rid of memories - you're choosing what travels with you.

The "Next Chapter" Finish Line



Day 29 — Your Fresh Eyes Walk through

Take a slow walk through your home with fresh perspective.

- Notice how the space feels now compared to Day 1.
- Identify rooms that feel lighter, calmer, and easier to manage.
- Make a short list of anything that still feels heavy or unresolved.

This isn't about perfection - it's about awareness.

After four weeks of thoughtful progress, these final two days are about stepping back, taking inventory, and preparing for what comes next - at your pace, with zero pressure.

Day 30 — Your Next Chapter Planning Day

Now that you've made space, begin imagining what comes next.

- *What type of home would feel easier to maintain?*
- *Which spaces matter most in your daily life?*
- *What would you like more of... and less of?*
- *Are there updates, repairs, or simple improvements that could support your goals?*

Small decisions today create clarity for tomorrow.

The "Next Chapter" Checklist (What to Track)

- *Notes about features you want in your next home*
- *Photos or inspiration you've saved*
- *Questions about timing or options*
- *Maintenance or improvement ideas for your current home*
- *Donation or moving resource contacts*

The Next Chapter Scorecard

How Ready Are You for What's Next?

Use this simple scorecard to check in with where you are today. There are no right or wrong answers - this is simply a way to gain clarity about your next chapter and what kind of support may help you moving forward.

1. Lifestyle & Daily Comfort

Check what feels true right now:

- My home feels easy to maintain.
- Stairs, yard work, or upkeep feel overwhelming.
- I spend most of my time using only a few rooms.
- I've thought about single-level or lower-maintenance living.

2. Space & Belongings

Think about how your home is functioning today:

- I have more space than I currently use.
- Certain rooms have become storage rather than living spaces.
- Decluttering feels important but hard to start.
- I would like a home that feels simpler and lighter.

3. Financial & Future Planning

Consider your long-term comfort:

- I'm curious what my home is worth today.
- I wonder how my equity could support my next chapter.
- Predictable expenses feel more appealing than a large house budget.
- I'd like options, even if I'm not ready to move yet.

4. Emotional Readiness

Be honest - this part matters most.

- I've started thinking about "what's next."
- I want less responsibility and more freedom.
- I feel ready to simplify, even if slowly.
- I'd feel better having a clear plan.

★ Your Results

Count how many statements feel true:

- 0–4: You're simply exploring - and that's perfectly okay.
- 5–8: You're beginning to plan your next chapter.
- 9–12: You may be closer than you think to making a change.
- 13+ : It may be time to explore your options with guidance.



Your Next Chapter Starts with Clarity

You don't have to have all the answers today.

Rightsizing isn't about rushing decisions - it's about creating a home and lifestyle that supports the life you want moving forward.

Whether your next move is months away or still just an idea, the work you've done here already matters. Small steps create momentum.

Clarity creates confidence.

What Happens Next (If You Want It To) When you're ready, you may want to:

- Ask questions about timing or options
- Understand what your current home could be worth
- Explore homes that better fit your next chapter
- Create a plan - even if moving isn't immediate

I'm Here as a Resource.

Think of me as your guide - not just for real estate, but for the entire transition.

When you feel ready to talk, I'm happy to help you explore what comes next.

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