



SORTED BY SKYE

ORGANIZE • DECLUTTER • RESET

Client Welcome Packet

“Your home should feel like an exhale.”

Welcome to the Village

sortedbyskye.com • [@sorted_by_skye](https://www.instagram.com/sorted_by_skye) • [facebook.com/SortedbySkye](https://www.facebook.com/SortedbySkye)

A Note From Skye

Before we get started, I want you to feel completely at ease. Inviting someone into your home takes trust, and I do not take that lightly. This packet has everything you need so there are no surprises — just progress. From what to expect on session day to how we will work together, it is all right here so you can show up and let the process work.

I have been organizing for as long as I can remember — and I built Sorted by Skye on one simple belief: your home should support your life, not complicate it. As a working mom myself, I know what it feels like when the chaos starts to win. That is exactly why I show up the way I do — without judgment, without pressure, and with a plan that actually fits your real life.

It truly takes a village. I am so honored to be part of yours.

With gratitude, Skye

What I Offer

Decluttering and organizing, space resets, packing and unpacking for moves, and ongoing maintenance sessions. Every session is customized to your space, your goals, and your pace. There is no one-size-fits-all here.

Home Organizing We work through your space together, creating systems that fit how you actually live.

Decluttering We sort through what you have, let go of what no longer serves you, and make room for clarity.

Space Resets Life gets messy. I help you reset areas that have slipped back into chaos.

Packing + Unpacking for Moves I take the overwhelm out of moving so you can settle in faster and feel at home sooner.

The Refresh Session Ongoing maintenance to check in on your systems and keep the momentum going.

Pricing Overview

Fresh Start Session 3 hours • Perfect for one space causing daily stress.	\$250
Half-Day Intensive 6 hours • Ideal for larger spaces or multi-area projects.	\$450
Move Management Custom hours • Full packing, unpacking, and settling-in support.	Contact for quote
The Refresh Session Per hour • Maintenance to keep your systems working.	\$75/hr
Donation Drop-off Per carload • I handle the drop-off so you do not have to.	\$50

Booking + Payment

- **Deposit:** A non-refundable \$100 deposit is required to reserve your session. This holds your spot and goes toward your total.
- **Remaining balance** is due at the end of your session.
- **Accepted payments:** Venmo, Zelle, cash, or check.
- **Session minimum:** All sessions have a 3-hour minimum. Larger projects may require multiple sessions.

Rescheduling + Cancellation

- **48+ hours notice:** Your deposit transfers to your new session date.
- **Less than 48 hours notice:** Deposit is forfeited.
- **Same-day cancellation:** Deposit is forfeited.

Life happens and I completely understand. If something comes up, please just reach out as early as possible and we will figure it out together.

What to Expect on Session Day

Here is how our time together typically flows so you know exactly what to expect when I arrive:

1. We walk through your space together.

At the start of every session, we do a quick walkthrough so I can understand your priorities and you can tell me what has been driving you the most crazy.

2. We declutter first, organize second.

We work through what you have, make decisions together, and then build systems around what stays. I will guide you through every choice — nothing gets tossed without your say.

3. I handle the heavy lifting.

Sorting, reorganizing, hauling to the donation pile — that is all me. Your job is to make the decisions. Mine is to do the work.

4. We close out with a clear plan.

At the end of your session, I will walk you through everything we did and set you up with simple habits to keep it going.

How to Prepare

You do not need to clean up, organize, or prepare anything before I arrive. I work with your space exactly as it is. Here is what will help us make the most of our time together:

- No need to pre-sort or tidy up. Seriously. Come as you are.
- Be available at the start so we can set priorities together. After that, I take it from there.
- Be ready to make quick decisions about what to keep, donate, or let go. I will guide you through it.
- No need to purchase bins or supplies beforehand unless we have already discussed it.
- If you have items already set aside for donation, just let me know and we will incorporate them.
- Have a general idea of one or two spaces you most want tackled, even if everything feels overwhelming.

Supplies

I can work with organizing supplies you already have at home, or I can recommend and source new ones with your approval. Supply purchases are not included in session pricing and will be discussed in advance.

Your Home, Your Privacy

What happens inside your home stays between us. Full stop.

I treat every space I enter with complete discretion. I will never share details about your home, your belongings, or your session with anyone. My goal is for you to feel safe, not judged — and that starts before I even walk through your door.

Photo Policy

I love documenting before and after transformations — they are one of the most powerful ways I show other families what is possible. I may ask for your permission to photograph your space for use on my social media platforms and website.

Your consent is always required before any photos are taken or shared. You are never obligated to say yes, and if you prefer to keep your space completely private, I will honor that fully and without question.

Donations + Disposal

At the end of your session, items will be sorted clearly into keep, donate, and discard piles. If you would like me to handle the drop-off, I offer a donation haul-away service for \$50 per carload so you do not have to think about it again.

Maintaining Your Systems

The session is the starting line, not the finish line. Here are a few simple habits to protect the work we did together:

- Do a 10-minute reset at the end of each day — everything back to its home.
- When something new comes in, something old goes out.
- If a system stops feeling right, do not abandon it entirely. Just adjust it.
- Revisit high-traffic areas like entryways, countertops, and drop zones weekly.
- Seasonal transitions are a great time to call me back in for a Refresh Session.

Ready to book a Refresh Session?

Maintenance sessions are available at \$75/hr to check in on your systems, reset what has shifted, and keep your home feeling like the exhale it is meant to be.

Reach out anytime at sortedbyskye.com/contact

Share the Love

Your kind words mean the world to a small business. If your session left you feeling lighter, I would be so grateful if you took a moment to leave a review. It helps other families in our community find the support they need.

Facebook: facebook.com/SortedbySkye

Yelp: yelp.com/biz/sorted-by-skye-cromwell

Instagram: [@sorted_by_skye](https://instagram.com/sorted_by_skye)

Stay Connected

I am always just a message away. Whether you have a question about your systems, want to book a follow-up, or just need a second set of eyes on a space that has started to slip — reach out anytime.

Website: sortedbyskye.com

Contact Form: sortedbyskye.com/contact

Instagram: [@sorted_by_skye](https://instagram.com/sorted_by_skye)

Facebook: facebook.com/SortedbySkye

A Note on Results

Results vary based on the space, client participation, and how consistently the systems are maintained. What I can promise you is that I will show up fully prepared, completely judgment-free, and one hundred percent focused on creating something that actually works for your life.

You made the right call. Inviting someone into your home takes trust, and I don't take that lightly. Whether today was your first session or your fifth, I want you to know I am genuinely honored to be part of your village. Here's to a home that finally feels like yours.

With so much gratitude,

Skye