

# The Purge Checklist

## Emotional

- Identify emotions surrounding the transition
- Acknowledge emotions surrounding the transition
- Journal about your emotions
- Journal or Speak it to the universe  
"I release Fear of Change"
- Set a date on your calendar to formally purge

## Physical

- Declutter Items tied to your past role or relationship that no longer bring you joy (files, badges, uniforms)
- Create a memory box for the sentimental items.

## Mental

- Visualize your new job or routine. Feel all the feelings during this visualization.
- Reframe limiting beliefs: Instead of "This is too hard," say "I AM capable of growth."

## Practical

- Unsubscribe from newsletters, emails, or networks that no longer serve you.
- Notify your colleagues or clients to tie up any loose ends
- Remove email/ work calendars/notifications.

notes:

notes:

notes:

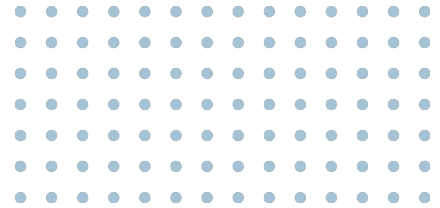
notes:



# Thank you



Thank you for downloading The Purge template; I hope you find the information helpful.



If you want more tools, wisdom, and stories to help you navigate and integrate work transitions, let's connect.

I would love to hear how purging and releasing made you feel!

You can [email me](#) or DM me on IG or LinkedIn!  
!



*Koko,  
Diane*

[THEFIREINSIDEHER.COM](http://THEFIREINSIDEHER.COM)

