

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Subject: Professional Decluttering and Home Staging Services for [Property Address]

Dear [Client Name],

It was a pleasure speaking with you regarding the upcoming sale of your property. To ensure your home attracts the highest possible offers and sells quickly, I am pleased to offer my professional decluttering and staging assistance services.

The goal of this process is to highlight the architectural features and space of your home, allowing potential buyers to visualize themselves living there. My services for this project will include:

- **Detailed Room-by-Room Consultation:** Assessing each space to identify items to be packed, donated, or relocated.
- **Hands-on Decluttering:** Assisting with the organization and removal of personal effects to create a clean, minimalist aesthetic.
- **Space Optimization:** Rearranging existing furniture to improve traffic flow and maximize natural light.
- **Prop Styling:** Adding tasteful accents such as textiles, greenery, and artwork to enhance the visual appeal of listing photographs.

I have scheduled our initial session for [Date] at [Time]. Please let me know if this timeframe works for you, or if you would like to discuss a different schedule.

I look forward to working together to showcase your home in its very best light.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title/Company]