

SPIRIT LED INSTEAD

SPIRIT



The Little Tool Book of Limitless Transformation

Jenai Lane Creator of The Spirit Coach[®] Method

Spirit Led Instead

The Little Tool Book of Limitless Transformation

By Jenai Lane

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*This book is dedicated to all those who have the courage
to follow their spirit's path, one step at a time.
The greatest journey is the one we take within.*







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MY JOURNEY TO BECOMING SPIRIT LED INSTEAD

My fifteen minutes of fame lasted for a couple of years. I had what I had always thought I wanted: a wildly successful business, appearances on national TV, magazine articles written about me, woman entrepreneur of the year. My business success was my dream. Here I was living it, and yet I didn't feel fulfilled.

Of course, I never said this out loud—that would be ungrateful. I knew, though, that something was missing. It felt like a deep hole inside of me that was longing to be filled and everything I had thought would fill it did not. I was determined to find what would. I left my career, my home, and my life as I knew it and went on a spiritual pilgrimage of sorts. I was determined to find the answer to my questions: Who am I? Why am I here? What will truly bring me peace and deep fulfillment? How can I contribute? This led me to search around the world and back again.



In the course of my pilgrimage, I sat with a shaman in Bali, studied with a medicine man in California, and channeled healing energy with John of God in Brazil, among many other seeking experiences. Each time, I asked the spiritual teacher what I should do with my life and what my next business venture should be, desperately hoping one of them would tell me. Looking back, I bet this was comical to these enlightened masters. Each gave me a variation on the same answer: “Jenai, it is not about doing; just be.” This infuriated me because I had no idea what they were talking about. I went from one teacher to another, attended countless seminars, and read piles of books on spirituality, hoping that the next teacher, workshop, or book would somehow change me. It’s not that these things didn’t help me—they did—but it was in the seeking that I was never really able to find my truth.

That is, until one day I was driving somewhere near Sedona, Arizona, trying to locate the retreat center where I thought I would finally find myself. It soon became clear that I was lost. How ironic—how could I find myself if I couldn’t even find the place where that was supposed to happen? I became increasingly frustrated as I drove in circles, seemingly unable to get where I wanted to go. It was the perfect metaphor for my life. Out of desperation, I pulled over to ask for help. For some reason, I looked up, and there was a giant billboard right in front of me. In big black letters, it said: “If you can’t find God, you moved.” I had always been one for signs—and this was literally a sign, just in case I wasn’t paying attention. It was clearly a message intended for me. I’ll never forget the feeling of realizing I was only lost because I had become disconnected from my spirit, the Divine in me. I looked toward the heavens, cried, and then laughed. It appeared the joke was on me.

During all the time I’d spent running from one spiritual experience to the next, I had been looking for the answers outside myself, not aware that my truth could only come from within.

Shortly after this realization, I found myself at a school called the Foundation for Spiritual Development, a nonprofit organization dedicated to helping people understand themselves as spirit. I was able to bloom in this environment, first as a student and, subsequently, as a teacher. It was like



a graduate school for my spirit. It was there that I really developed my intuition, the voice of spirit. This voice guided me to a deep understanding of who I am, why I am here, and the contribution I am here to make. It was a very different voice from the one I was used to. I discovered that the old voice came from my mind or ego identity. My mind was filled with so many voices that weren't my own: the voices of my teachers, my parents, my friends, my community, and my culture. The voice of my mind, influenced by all these other voices, could not possibly know what truth was for me, even though it claimed to. As I learned to apply tools to exit the vantage point of my mind, my spirit took the lead. This is what being spirit led is all about.

My spirit led me to the work I do today: coaching and teaching others to awaken their Divine potential. For more than a decade, I have been training business leaders to be spirit led through the Spirit Coach Method, which I developed and which consists of a series of transformational tools. The method came to me from what I call Divine guidance. I have been receiving this Divine guidance since I became spirit led. Let me explain. Before a coaching session with a client, I sit down and meditate, asking how I can serve the best interests of my client. I am always in awe of the answers I receive from spirit, including specific information about the client's block and the tools that can help the client transcend it. Over the years, I have received hundreds of tools, which are universally applicable even though I received the tool for a particular client. I have used these tools with hundreds of people in my Spirit Coach Method seminars, retreats, and trainings. The method also includes some of the tools I learned, and still teach, at the Foundation for Spiritual Development. They have been changed, as guided by spirit, to serve a broader audience.

The Spirit Coach Method tools in this book are not about fixing something in you or changing the external, but are intended instead to focus on revealing the spirit within. They are tried and true. My clients and I are practical, and we want to see results from the tools we employ. Without tools, I have found that it can seem impossible to transform. Even with the best intentions, we may not know how to get from point A to point B on the spiritual path. Tools are the way that I know to get us there.



The transformational tools in this book will give you a way to live from your own spirit. This path is what I would call “Practical Spirituality.” There is no dogma—only tools that anyone can use to improve his or her life. Because it is non-dogmatic, this process has nothing to do with a particular religion. Spirit is the essence of every human being. You might find spirituality in religion, but you won’t find religion in spirituality. All paths, ultimately, lead to spirit. Whatever path you are on, though different for each of us, these tools can be used to enhance your life. The beauty of being spirit led is that you are able to determine what is true for you through your own experience of spirit. There is no longer a need for a priest, guru, teacher, or anyone outside of you in order for you to access your Divinity. Everything you have been searching for is within.

Today, all I have to do is look at my life and the people I serve and I can see the evidence of what a spirit-led life can do. I now have a career doing the work I truly love to do. I coach and teach others in the Spirit Coach Method and also certify those who are called to the path of being a Spirit Coach. I lead spiritual retreats in beautiful places with amazing people and also take groups on spiritual pilgrimages to see John of God in Brazil. At the Foundation for Spiritual Development, I teach healing, intuition development, and living from spirit. In addition, I help run a weekly center that offers free energetic healing to the public. I have the privilege of blessing babies, marrying people, and helping people cross over. All of these things and more are an extension of my spirit’s path. If you had told me fifteen years ago that this is the life I would be living, I would have said you were out of your mind. As it happened, “out of my mind” was exactly where I needed to go to be spirit led.

The tools in this book can support you, too, in aligning with your spirit and discovering your best life. You can access whatever it is that eludes you at this moment—whether it is your purpose, your intuition, your creative genius, your vision, your power, or your fulfillment—by aligning with your spirit. That alignment is your birthright; it is who you are. In our culture, we are taught to ignore spirit and pay more attention to logic. As logic is mind-based, it can never lead you toward your true path because the mind is disconnected from who you are. Yes, the mind is a handy tool and we



need it to function, but when the mind is driving, who you are—your spirit—takes a backseat and you never arrive at your destination—you.

The truth is that no one can tell you your truth. It has to come from within. The good news is that your truth is accessible to you once you connect to your spirit. It may be buried, but with the right tools, your spirit will emerge. When it does, you gain access to a part of you that is limitless. From here, nothing is impossible. When you are spirit led, what you're looking for is found, life unfolds at an aligned pace, and your manifested creations follow your true path. It is so simple. After a while, your spirit becomes the loud and predominant voice, no longer so easy to ignore. Then life becomes the one you were meant to live—yours.

What happens with the application of the simple Spirit Coach Method tools is best said by one of my clients. “The tools you have taught me to get in touch with my spirit continue to guide me along my path, and my current sense of self-worth, self-trust, and self-love is unmatched by anything I have ever felt in this lifetime. I feel I am stepping more and more onto my divine path.”

Blessings to Be Spirit Led Instead,

Jenai







OUT OF YOUR MIND AND INTO YOUR SPIRIT

“To the mind that is still the whole universe surrenders.”

- Lao Tzu

I used to schedule my day in fifteen-minute increments. Have you ever run to the bathroom at the absolute last second just because you were so busy? Well, that is how my life was. I was a business leader building a growing consumer product company, which had more employees than I knew how to manage. We were listed in *Entrepreneur Magazine* as one of the top fastest growing companies in America. I was twenty-eight years old and on my way to being burned out by thirty. The road paved with success was proving to be less fulfilling than I had imagined.

One day, I did something completely out of the norm, and it changed my life forever. On this particular day, I was feeling trapped and needed a break to just be alone. I remembered reading an article that said taking your focus off your routine, even for a short time, could get your creative juices flowing again. I was hoping for a little more than creativity—I wanted to feel free again. So I told my staff I would be gone for the next two



hours, although I had no idea where or what I was going to be doing in those two hours. At the time, this seemed crazy, even to me. There was always something to do and never enough time to do it in, but this compulsion to escape for a while was strong enough to pull me out of the office.

I climbed in my car and began driving, even though I had no idea where I was going. This was even more ridiculous to me. My mind questioned my actions, asking, *Why am I wasting my time?* There was some other part of me, however, that was suddenly separate from my mind that said, *Keep driving.* So I did.

I listened to this small voice that seemed to be me, but I hadn't heard it for a very long time. It kept saying, *Drive this way, keep going.* I would stop on occasion and ask, "Are we there yet?" like a child on a long car trip, anxious to arrive at their destination. This has been symptomatic of my life, always wanting to get where I was going. Then, when I got there, I was not completely satisfied, so off again I would go to the next place.

I was driving through a neighborhood in San Francisco that I was completely unfamiliar with and saw a Starbucks on the corner. I heard, *Pull over.* You can imagine my relief. Starbucks was a place I could very much relate to and feel comfortable in. In fact, it kept me going through my sixty-hour work weeks.

I ordered my usual Grande Soy Latte and sat down in a chair with a view of the street outside, enjoying some familiarity in this strange experiment I seemed to be participating in. After several minutes passed by, I noticed a homeless man walking across the street toward Starbucks. As I studied him, I realized I knew him. He was a man from the neighborhood I currently lived in; however, I hadn't seen him in at least two years. He looked very much the same as I remembered him, dressed in very elegant, preppy-tattered clothing, as if he came out of a J Crew catalogue and never changed his clothes again.

I was elated to see him because I thought he had died. For many years, he had been a fixture in my neighborhood. I would often buy him coffee, and he would smile and mutter incoherently. There was something about him I could relate to, something that attracted me to him. He had something I



wanted, which seemed absurd, considering he lived on the street and was mostly incomprehensible.

Without hesitating, I jumped out of my seat and ran out of Starbucks to greet him. “Remember me, remember me?” I shouted. “You hung out in my neighborhood. I am so happy to see you. How are you?”

Before I could finish, he turned and looked at me with a clarity and certainty so powerful, it was as if a wind came and blew right into my face and said, *Wake up, child*. Needless to say, I was paying attention. Staring deep into my eyes with a power beyond the physical, he said, “You want to help people, but you do not know how.” Then he walked away.

It hit me like a ton of bricks. I could hardly breathe. There was a resonance there that was so deep, it made me stop in my tracks. In that moment, I knew there was some greater vision for my life that I had been willing to ignore. I was meant to help people, and he was right—I didn’t know how. This encounter made me begin to ask those deeper questions of myself: Who am I? Why am I here? How can I contribute? This was the beginning of my path to being spirit led instead.

After this brief encounter, I knew my life needed to change, but I wasn’t sure how to make that happen. Then, I had a dream that pointed me in the right direction. In the dream, I was in my version of hell, a meat locker with animal carcasses hanging from the ceiling that were somehow blocking my path; I couldn’t get out. Until I found a doorway. On the other side was a woman who was motioning to me to follow her toward what looked like a gourmet food festival perched on top of rolling green hills; it was my version of heaven. I had never seen this woman before she appeared in my dream. A few days later, I was at a women’s business luncheon, and the very same woman from my dream was sitting at the table where I was eating lunch. I knew spirit was nudging me to talk to her. This was another sign I couldn’t ignore.

I went over to her, and she began to tell me about a spiritual retreat she was attending and asked if I wanted to go. I never heard the word *yes* so quickly jump out of my mouth. The wise part of me knew this was where I might find some answers to the mounting questions that were unanswered.



A few weeks later, I found myself in Maui at a week-long spiritual retreat, but it felt more like spiritual boot camp. We were isolated in the middle of the jungle. There was no phone, no Internet, and no outside communication of any kind. You get the picture. I was beside myself. It was the first time I was unable to communicate with my staff, my friends, and my family. This was really stretching my comfort zone.

In fact, the entire experience forced me out of my box. The first few days, I kept thinking, *What am I doing here? Who are these weird people I am with? Why did I listen to spirit, anyway?* Over the course of that week, we meditated, we prayed, and we went within for guidance. Things got progressively better as the days went by. For the first time, I found myself beginning to let go of the false picture I had painted of myself as a successful, hard-hitting businesswoman. It was like a crack in the facade opened me up and my own light started shining through. This light had nothing to do with the ego identity I thought I was; in fact, it made me begin to question it. I knew I had to foster this light and that it was more important than everything else I had made important in my life. I knew it would lead me home, to the real me.

When I returned back to my life, it didn't seem to fit anymore. I knew I had to change things. I left my relationship of three years and put my company on the market. The voices around me said this was crazy, while the voice within me said, *You're doing the right thing.*

WHAT I THOUGHT WOULD MAKE ME HAPPY DID NOT

Have you ever achieved something you thought you really wanted, only to feel unfulfilled afterward? What I thought would make me happy did not. I did all the things that I thought defined success. I built a socially responsible company from the ground up. I was featured in the *New York Times*, *People Magazine*, and appeared on the Rosie O'Donnell Show. All the things that you're told will make you happy—success, money, influence, recognition—didn't fulfill me on a heart and spirit level. I climbed

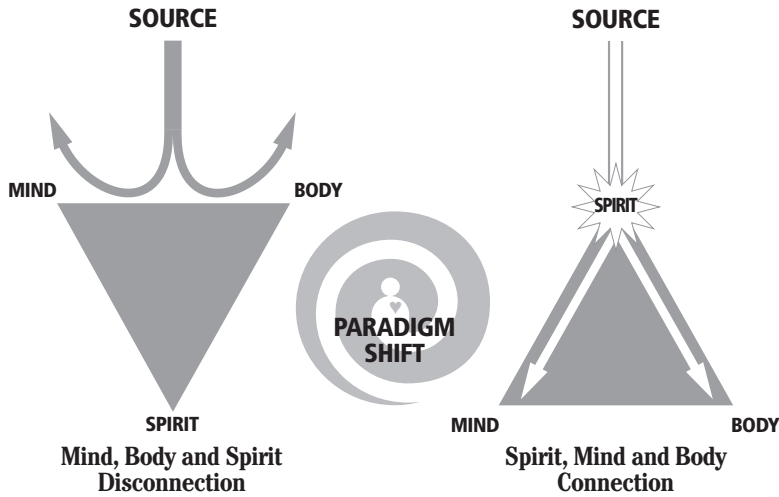


the mountain I thought I was supposed to climb. When I got to the top, I realized after all the hard work, time, money, and resources I had expended, that it wasn't my mountain. I had defined success externally; I bought into the illusion. I was living someone else's idea of success. It clearly wasn't mine or I wouldn't feel so unfulfilled. I discovered the hard way that success has to come from within. When I walked away from my "successful" life, everyone thought I was out of my mind. In retrospect, it was just the beginning of learning to be. What I discovered on my journey is that we have to get out of our minds to know who we are, why we are here, and what will truly fulfil us. It is the path of being spirit led, where I discovered all my answers.

THE SPIRIT-LED MODEL

Many of us are familiar with the importance of the mind, body, and spirit connection. Yet, most of us lead our lives from our minds, not from our spirits. Even in the way we say the phrase "mind, body, spirit," mind comes first and spirit comes last, when, in actuality, we want spirit to be in the lead. Here's why: When we lead from the mind, we cannot create balance in our life because we are not connected to Source. A connection with Source brings us into alignment with our spirit. Without that connection, we often have the experience that something is missing in our lives. No matter how much we achieve, have, or do, there are still feelings of being disconnected. When we become spirit led, Source energy flows to us and through us, making co-creation possible.





When we lead with the spirit, we are in alignment with the limitless self. From this place, the mind and body also become aligned. Source energy is able to flow as we express our true selves in the world, creating purpose and balance in our lives and giving us a direct path to co-create our greatest vision. The spirit has the power to lead us to the extraordinary, to the life that is most aligned for us. There is nothing more fulfilling than this. This is the paradigm shift that is emerging individually and globally.

Spiritual growth is what facilitates the connection to our spirit. It allows us to know ourselves in deeper and deeper ways, giving us access to our authentic desires and joy so we can experience all aspects of our lives in much more meaningful ways. Our freedom is dependent on our growth. As we peel away the layers that are our false selves, we become lighter and freer to be who we truly are. For me, a part of the false self was the identity I took on of businesswoman extraordinaire: tough, forthright, and never taking “no” for an answer. This identity wasn’t really who I was, even when my mind told me it was so. By connecting to my spirit, I started to discover who I really was. This enabled me to let go of the layers of the false self. As a result, the incongruence between who I was being and who I really was began to heal. I felt freer and happier.



The peace that comes from knowing our selves cannot be achieved externally. To live our best lives and create our own reality, we must become conscious. This is the path of working from the inside out, the path of being spirit led.

HOW TO APPROACH THE TOOLS

I want to be clear. I am not asking you to believe in anything I teach you in this book. What I am asking is that you try the transformational tools I will give you. If you have doubts, then put them away for now. Suspend judgment until you have used the tools and seen the results for yourself. I have found in facilitating spiritual work for many years that the most important thing is being 100% open to the experience while you are having it. The problem is, if you decide ahead of time this isn't for you, then it won't be, and you'll never really know.

Transformation does not occur by reading about it or understanding it intellectually; it happens experientially. We cannot transform without doing the work. There is no pill we can take to be spirit led. That said, it does not have to be hard, boring, or uninspired. In this book, you will find what I call Homeplay and Playsheets. You will find a Homeplay section at the end of each chapter and Playsheets throughout this book. These are exercises you can play with to help you learn the tools and integrate the transformations you are experiencing as spirit into your mind and body. This is a necessary step to transforming into your limitless self. Many of you have read books and been given practices that you never applied. This probably didn't help you transform. It is when we apply the tools that we see results. The Homeplay gives you a place to do this. Whenever you approach this process, you want to practice The Three Cs: Centering, Clearing, and Connecting (in Chapter Two) because your mind is not doing the work; it must come from your spirit. Remember, your mind has answers, but not the ones you are seeking. Let your spirit lead you to your greatest vision.

In the course of my journey as a Spirit Coach, I have seen countless clients use these simple, non-dogmatic tools and their lives dramatically



change. The reason I developed these tools for my clients and, now, for you is that I want to offer you a direct path to your spirit. On my personal journey, I have spent years studying with too many spiritual teachers to mention in this book. I have developed my own intuition, guidance and healing abilities at the Foundation for Spiritual Development for over a decade. I have taught retreats, workshops, and seminars encountering and serving people from all walks of life. I have discovered through this journey of sometimes learning the hard way, tools that work, not just on myself but for many others. My hope for you is that you do not waste time, money, and resources like I did and that you will go directly to where the answers you are seeking are—within you. The first tool I am going to share with you is an important first step in the process of being spirit led because we need to learn to be out of our minds in order to hear the voice of spirit. Let's get started.

THE FIRST STEP IS TO QUIET YOUR MIND

“Are you out of your mind?” I often say this at the beginning of my seminars. Most people laugh because they think of this as a “bad” thing; no one wants to appear crazy. Yet, exiting the mind is a prerequisite to being spirit led. This can be a difficult task without the right tools. How often do you experience monkey-mind—where you can't stop your thoughts, they just keep spinning round and round in your head? Well, for most of us, this is a common daily occurrence. If you have driven your car from one place to another and can't remember the journey, you have been experiencing monkey- mind. Imagine what you may be missing while you're driving to your destination, not to mention your entire life's journey. Learning to still your mind leads to a more focused, productive, and joyous day, but most importantly, it leads to spirit.

Sherry, one of my Spirit Coaching clients, was constantly thinking—thinking about her to-do list, her children, her job, her future... From the moment she woke up to the moment she went to bed, Sherry was think-



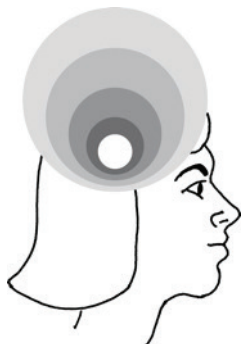
ing. As you can imagine, this made going to sleep rather difficult. Sherry couldn't stop her mind from racing, and this kept her awake night after night. She began to practice a tool I taught her where she would stop and take a minute to visualize a ball of golden light expanding in the center of her head, pushing out all of her thoughts. She did this technique before going to bed and found that it calmed her down and she was able to relax enough to fall asleep. This helped her get much-needed sleep and made her days better. Based on the great results she was getting by using this tool before bed, Sherry started to use it during the day when she felt scattered. She noticed that she became more relaxed, peaceful, and productive during her day. She later told me, "It is amazing what gets done when you are out of your mind."

This is the first transformational tool I taught Sherry and the first one I would like to share with you.

TRANSFORMATIONAL TOOL #1: **QUIET YOUR MIND**

1. Imagine a small golden ball of healing light, about the size of a quarter, in the center of your head. You can visualize this or just simply feel the healing light in your head expanding.
2. Let the golden light *slowly* grow until it fills your entire skull, with the intention of pushing out all of your thoughts.
3. Imagine the light glowing brightly and expanding slightly beyond your physical head, keeping your focus on the golden light for one minute or more.





You can use this tool anywhere. It takes one minute or less and can help you begin the process of exiting your mind. The next time you are aware you are no longer present, take a moment to use this tool.

Repeat this process as needed. You will be amazed at the peace that comes from a still mind, not to mention other profound benefits.

BE FREE OF NEGATIVITY USING THE LET GO AND KNOW LIST

Stilling the mind is different from emptying the mind. In the course of any given day, we accumulate negative thoughts and feelings: fear, guilt, shame, blame, self-criticism, anger, regret... We all do, even when we pretend we don't. Over time this negativity builds if we do not find a constructive way to release it. In fact, we carry it around with us during our day, drawing in experiences that reflect the energy that is within us. It is always in our best interest to release these negative thoughts and feelings; otherwise, we will just have more thoughts and feelings that are similar. I call this the Think Feel Spiral. We think negative thoughts and feel bad and think more negative thoughts and feel worse and so on. We get stuck in a loop of negative feeling and thinking, spiraling downward. The Let Go and Know List is a way to break this pattern. We all know that how we feel can change the course of our day and, cumulatively, it changes the course of our life. When we let go of the negativity, we feel lighter and brighter, hold



a new clarity, make much better choices, and draw in experiences that are more aligned.

I first used this tool over a decade ago, and because I received such amazing results, I use it consistently today. At the time, I was working as an independent business consultant and was fuming about a client who was really taking advantage of me. It seemed I had gotten myself into a situation where I was not being compensated for all the work I was doing. Not only that, but my client was taking credit for everything that I was creating for her.

This anger consumed me even long after I stopped working with this person. I would find myself thinking about how I had built a multimillion-dollar company and didn't have anything to show for it. It was so insidious that it would just creep in at the oddest moments: when I was brushing my teeth or driving my car or pitching a new client. It was this lingering animosity that kept my attention focused on the past. I finally decided to do something about it.

I learned this tool initially at The Foundation for Spiritual Development, where I was studying at the time of this incident. I took a piece a paper, drew a line vertically down the center, and on one side of the line, I wrote everything my past client had done to me and how I felt about it. It wasn't pretty. There was ranting and raving, even a few curse words thrown in. Then in the left-hand column, I wrote down, "my name, her name, and Creator." This was everyone that needed to know about this situation so I could let it go. This didn't mean I went out and told my past client about all my grievances; it just allowed me to acknowledge to myself who was involved so I could release any energy that was still connected to them. I then took that piece of paper and asked Creator to transform all the negative energy on it to love and light. And I burned it. Boy, did it feel good. I noticed right away a big weight had been lifted. Over the course of the next week, I did this a few more times.

As I was writing the list for the third time, I started to observe that this situation had happened before in my life. In fact, memories flooded in of the times when I gave everything away just because I wanted to be liked. It seemed to have been a pattern that I was just now recognizing. This all



came out on the paper. I realized I had not been clear with my client. I did not set any boundaries with her. I was the one that let her take advantage of me. This process helped me become aware of and take responsibility for my part in the situation.

The last couple of times I made my list, I received Divine guidance to write on the backside of my paper, “I forgive myself. I forgive my past client. Thank you, Creator, for transforming this negative energy to love and light.” And you know what? I really did. I just let go of it. It no longer plagued my thoughts. I was completely neutral to my old client. As you can imagine, this was such a relief.

A few weeks later, something else miraculous happened. My old client called me out of the blue; I hadn’t heard from her in over a year. She proceeded to tell me how much she appreciated the work I had done for her and truly acknowledged my contribution to help her build her now-very-successful company. This was enough proof for me to recognize that when we truly let go and forgive, we no longer block what it is we were wanting in the first place. I never had this situation happen again in my life. I actually broke the pattern—all because I used this transformational tool that has evolved over the last decade. I named it the Let Go and Know List.

The Let Go and Know List is a way of releasing negative energy. It has a dual purpose; the first is to let any and all negativity go, including both your thoughts and your feelings. The second purpose is to become aware of the negative energy that you carry around with you and why you let it be there. You may be unconscious that you’re carrying it, but it still affects you. Even experiences that have happened in the past can affect us in the present. Many times we carry negativity from years past and don’t know it is affecting us or how to let it go. This process addresses both the big “stuff” and the small daily “stuff.” This tool allows for co-creation to occur. Even when we can’t let go of the guilt, shame, anger, resentment, or judgment by ourselves, we can give it over to spirit. When we hand these emotions over to spirit, we will no longer be triggered by similar situations. For example, we may become enraged when people cut us off in traffic. As we release this energy constructively, using the Let Go and Know List, we no longer feel so angry when this happens. In fact, over time, the event happens less and



less. This is because once we are able to let go of any negativity associated with a particular situation, we no longer attract similar situations.

TRANSFORMATIONAL TOOL #2: THE LET GO AND KNOW LIST

1. Get a sheet of paper or copy the Playsheet provided.
2. If you are using a plain sheet of paper, draw a vertical line down the center of the page, creating two columns.
3. Label the first column: *What Do I Need to Let Go of?* and the second column: *Who Needs to Know?* (This means listing whoever is involved in the situation.)
4. Let everything you are thinking and feeling come out as you answer the question, *What Do I Need to Let Go of?* and write it down in the first column. Do not edit. It is important to include absolutely anything that comes up: fear, doubt, anxiety, situations from the past, regrets, what you don't like about yourself... It is important to release whatever negativity is there. You want to allow yourself to get to the point where you are taking responsibility for anything you may have done now or in the past. When you do this, it frees you from holding onto those negative situations any longer and helps to prevent creating similar experiences in the future.
5. In the second column, *Who Needs to Know?*, write down anyone who is involved in the situation. Your name definitely needs to be on this side along with any other parties that may have been involved, directly or indirectly. The purpose of this exercise is to clear negative energy between you and others. It is not necessary to actively engage with any of the people on your list about your negative feelings; this list is to help you take responsibility for your own energy and clean up what does not serve you.



For example:

What Do I Need to Let Go of?	Who Needs to Know?
My boss pushed his agenda onto me	my boss, me
I let him push his agenda onto me	me
I didn't say no when I could have	me
I am not valuing myself, my time	me
Beating myself up again	me
Fear of meeting today	me, my boss
Being angry with James yesterday	James, me
Feeling overwhelmed	me, my kids
Jealous of my girlfriend	Jane, me
Frustrated with my life	me, God
The pain in my lower back!	me, my body
Anything I am not aware of at this time	me, God
I forgive myself. I forgive <u>Jane, James, Pete, Sara,</u>	
Thank you, Creator, for transforming all negativity to love and light.	

- After you have completed the list, fold it in half and write the following on it (or you can also create your own): *I forgive myself. I forgive X. Thank you, Creator, for transforming all negativity to love and light.* You can say this out loud or silently to yourself. Your intention is to release this energy.
- The last step is to burn or shred the list. Complete this process in one sitting; do not leave this laying around the house for someone to find. This process is for you and you alone.



I use the Let Go and Know List on a daily basis. Doing this keeps me from slipping into any predisposition for negative thinking. I am preventatively letting go of negativity. This allows me to experience more peace, joy, and gratitude for the people, places, and situations I encounter throughout my day. I find I have more energy to expend in the areas that serve me because I am no longer dwelling in the past, nor do I let any negativity stick with me in the present. This obviously results in a better day and, ultimately, a better life.

HOMEPLAY

- Each night before you go to bed, use Transformational Tool #1: Quiet Your Mind. Observe the results; notice if you fall asleep faster and if you sleep better. Try this consistently for a week. If it works, begin to use it throughout your day whenever you notice you are unfocused or overwhelmed.
- Pick 3 days this week to use Transformational Tool #2: The Let Go and Know List before you start your day. Observe your thoughts and feelings afterward. Notice if you feel better immediately and how long this feeling lasts. If you find this works for you, use it daily as a constructive way to eliminate and prevent future negative thoughts and feelings. If you find there is a specific situation that is disturbing you during the course of your day, stop and use this tool. This will get you back into a clear, neutral place to make your best choices.

