

# AUTHORITY RECLAMATION EXERCISES

Take back the authority in your business that has always been yours.

You don't earn authority by performing for it. You reclaim it by deciding to hold it – and then practicing.

## Part 1 — Origin Mapping

Where did you first learn to give your authority away? Map the origin – family, early jobs, a specific relationship.

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Who in your business currently holds authority that actually belongs to you?

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## Part 2 — Scripted Responses

For each scenario, read the sample, then write the version you'd actually say.

### Scope creep

A client keeps adding 'small' requests outside the agreement.

#### SAMPLE

That's a great addition. It's outside our current scope, so I'll send a quick add-on quote so we can fold it in properly.

Write the version you'd actually use:

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### Rate challenge

A client pushes back on your price.

**SAMPLE**

I understand. My rate reflects the depth and outcome of the work. I can't lower it, but I can adjust the scope to fit your budget.

**Write the version you'd actually use:**

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### Urgency pressure

A client demands a same-day turnaround that isn't realistic.

**SAMPLE**

I want to do this well, which takes time. The earliest I can deliver at my standard is [date]. If you need it sooner, here's the rush option.

**Write the version you'd actually use:**

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### Manipulation / guilt

A client implies you owe them more because of the 'relationship.'

**SAMPLE**

I value our relationship – which is exactly why I keep our agreements clear. This request is outside what we set; here's how we can handle it.

**Write the version you'd actually use:**

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## Part 3 — Real Decisions

Pick a current situation you've been deferring on. Name the decision you've been avoiding and the authority-reclaiming move.

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A second situation – name it, and name your move.

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## **Part 4 — Daily Check-In & Weekly Audit**

Daily: Where did I keep my authority today?

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Daily: Where did I give it away – and why?

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Weekly audit: What pattern shows up most, and what one change will I make next week?

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