

View and consider the tasks outline below. You may want to consider our estimated times to complete each task and then enter your own. As you complete each task enter the actual time so you can compare estimated to actual. Upon completing each task tick it off.	Estimate to complete	Actual Time to Complete	Tick When Completed
<b>Valuing Your Property</b>			
<ul style="list-style-type: none"> <li>Engaged service of professional property evaluator, attained report, and record details to assist in positioning your property's value in the market place.</li> </ul>	.6h		
<ul style="list-style-type: none"> <li>Research 3 - 5 similar properties to yours within your geographical location. Consider block size, number of bedrooms, bathrooms, vehicle parking and other general features. Log details in your Property Valuation Matrix form.</li> </ul>	4h		
<ul style="list-style-type: none"> <li>Review your property market report purchased via third party website; enter similar properties in your area onto valuation matrix worksheet to establish house market value.</li> </ul>	.6h		
<ul style="list-style-type: none"> <li>Completed property evaluation matrix sheet to determine estimate price of your property.</li> </ul>	.5h		
<b>Legal's - Preparation Of Property Contracts</b>			
<ul style="list-style-type: none"> <li>Sourced legal professional, discussed fees to complete legal documentation and compared with 2<sup>nd</sup> firm. Engaged legal professional.</li> </ul>	.2h		
<ul style="list-style-type: none"> <li>Meet with legal professional; discuss facets and processes of real estate contract and legal aspect of sale. Allow follow up and contract discussion time.</li> </ul>	2h		
<b>Preparing Your House</b>			
<ul style="list-style-type: none"> <li>Overview your Selling My House preparation checklist and complete accordingly.</li> </ul>			
<b>Photography</b>			
View Photography tips in the Sellers Guide.	.5h		
Conduct photo shoot <i>(option #1)</i> .	2.5h		
Commission professional photographer <i>(option #2)</i> .	.2h		
<b>Property Marketing - Complete Selling My House Online Marketing Wizard</b>			
<ul style="list-style-type: none"> <li>Complete online Property Marketing form and upload photos</li> </ul>	2.5h		
<ul style="list-style-type: none"> <li>Install house for sale sign.</li> </ul>	.5h		
<b>Open House Strategy</b>			
<ul style="list-style-type: none"> <li>Open House #1 @ 1hour plus follow up.</li> </ul>	2.5h		
<ul style="list-style-type: none"> <li>Open House #2 @ 1 hour plus follow up.</li> </ul>	2.5h		
<ul style="list-style-type: none"> <li>Open House #3 @ 1 hour plus follow up.</li> </ul>	2.5h		
<ul style="list-style-type: none"> <li>Open house #4 plus follow up.</li> </ul>			
<b>Contract Negotiations with buyer</b>			
<b>Total Time To Complete Task - Go to <a href="http://sellingmyhouse.com.au">sellingmyhouse.com.au</a> add your estimated invested hours to sell your house, and determine the hourly rate you will pay yourself when selling house.</b>			
<b>What Is Your Hourly Rate - see hourly rate calculator on Selling My House website.</b>			