Vacant Home Staging Proposed Timeline

This is a proposed timeline for completing the Vacant Home Staging Package you purchased. In the interest of garnishing a faster sale, we prefer to finish the first 3 steps within a 1-2 week time frame.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Initial Consultation:** | **Date:** |
| * Fill out Order Sheet and go over process * Complete initial walk through and proposal * Sign agreement and receive deposit payment and credit card info to bill on staging day * Take pictures, measurements and diagram * Mentally furnish each room * Make furniture rental list * Make accessory rental list | |
| **Furniture Planning:** | **Date:** |
| * Decide on best suited furniture rental company * Pick out pieces/negotiate with furniture dealer * Fax furniture invoice to client for payment * Arrange a furniture delivery date | |
| Moving Days *(Reserve Two Days)* | **Date:** |
| * Load truck with all the needed accessories * Bring inventory sheet and diagrams * Give movers room diagrams and direct where all should go * Decorate room by room (do window coverings last and bedrooms first) * Build “Emotional Connection Points” throughout the home * Add vases for fresh flowers and give instructions to Home Seller/Realtor * Go through the house with “Buyers Eyes” and fill out walk thru check list * Take lots of final pictures * Meet with client at close of work and invoice/receive payment for completed service and first month’s accessory rental fee * Discuss additional invoicing for accessories as well as our “Keep in touch” policy * Ask if your cards may be displayed for the “Open House” | |