

ESTABLISH A RESOURCE FILE

Upgrading a property can be relatively easy – or extremely stressful. How this experience impacts on you depends on how you approach the various tasks for your project, and, how you organise yourself.

Spend time to plan your improvements and upgrade wisely.

Get started by setting up a filing system and begin by collecting brochures and information about as many home products and services as possible (even if they are not particularly applicable to your current project or property).

A useful storage solution is a 'hanging file' divided into general sections for: bathrooms, blinds/drapes, building maintenance, cladding, cleaning, driveway/paths, exteriors/guttering, floor coverings, furniture, gardens/landscaping, heating/air conditioning, kitchens, paint/finishes, security/fire alarms, windows/doors.

There is a tremendous amount of free high value resource material available from suppliers – it's not unusual to receive 10–20 different types of informational leaflets from one source.

TIP: Many brochures and price lists do not include dates – make sure you write down when and where you collected the information before filing in your Resource File.

Home Shows, property magazines, newspapers, Yellow Pages and the Internet are the best source for this material (particularly Home Shows where there are many products or services promoted only at these types of events).

HERE ARE A FEW OF OUR FAVOURITE HOME SHOW EVENTS

Waikato Home & Garden Show	waikatohomeshow.co.nz	October
Go Green Expo – Wellington	gogreenexpo.co.nz	October
Wairarapa Home Show	Masterton	November
Southland Home Show	southlandhomeshow.co.nz	February
Queenstown Home Show	queenstownhomeshow.co.nz	February
Otago Home Show	otagohomeshow.co.nz	March

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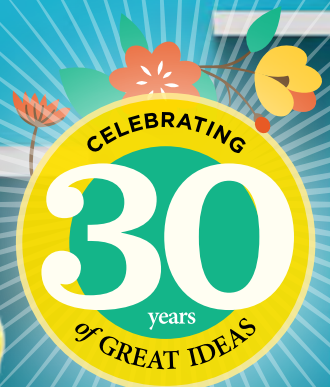
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