



An Online Transaction Management System That Offers the Following Business Solutions:

- ✓ A radical reduction in the cost of file storage
- ✓ A full transaction management system or and/or a easy to use electronic file storage solution
- ✓ Massive savings on consumable resources; paper, fax lines, copier supplies, etc.
- ✓ Easily customize action plans
- ✓ Custom site branding
- ✓ Built-in Electronic "Reviewed By" feature that creates a workflow for your file review process and an automatic audit trail
- ✓ Automatic weekly file status updates
- ✓ Integrated accounting solutions
- ✓ A simplified process that leads to a direct reduction in new recruit training and expense
- ✓ Mobile access to critical file details via Smartphone, iPhone, or any Internet capable mobile device
- ✓ Built-in productivity reports
- ✓ Reduce E&O insurance premiums
- ✓ A flexible system powerful enough to track all types of transactions: commercial and residential, listings and sales, refinance, short sale and REO properties

Your System, Your Rules

Your electronic account is private. Only you determine who has access to your files, though you can also make it simple for others to view appropriate files. Assistants, service providers and clients can all access the details of their real estate transaction 24 hours a day and the integrity (and confidentiality) of the system are protected by a state of the art password protection system.

Never Miss a Critical Date or Document

The system has been designed to streamline and simplify the real estate process for brokers, agents, buyers, sellers, inspectors, appraisers, and insurers. If you live in the sphere of real estate, you owe it to yourself and your team to get a detailed electronic organizer that will reduce your efforts and give you more time to do what you're best at.

The screenshot shows a web browser window displaying the TrackMyFile interface. The main content is an 'Event List' for a file located at '564 E. Main Street'. The list includes 17 items with columns for Description, Projected Date, Date Completed, Done status, and Note. The status of the file is 'Open (Sale)'.

#	Description	Projected Date	Date Completed	Done	Note
1	Open/Verify Escrow Opened	1/28/2010	1/28/2010	✓	
2	Follow up that Deposit check received by Escrow	1/30/2010	1/30/2010	✓	
3	Checked with Lender to see if needs anything	1/30/2010	2/1/2010	✓	
4	Confirm Home Inspection Scheduled (private)	1/30/2010	2/1/2010	✓	
5	Verify Termite Inspection Ordered (private)	1/30/2010	2/1/2010	✓	
6	Verify Prelim Ordered (private)	1/30/2010	2/1/2010	✓	
7	Verify Zone Report ordered (private)	1/30/2010	2/1/2010	✓	
8	Verify HOA Docs ordered (If Applicable) (private)	1/30/2010	2/1/2010	✓	
9	CDA Turned in (private)	1/30/2010	2/1/2010	✓	
10	Turn in File for Audit (private)	2/1/2010	2/1/2010	✓	
11	Receive/Send Disclosures	2/3/2010			
12	Contingency Removal	2/13/2010			
13	Turn in File for Audit (private)	2/16/2010			
14	Order Home Protection Plan	2/16/2010			
15	Check for Termite Clearance (private)	2/16/2010			
16	Make sure all Repairs completed	2/16/2010			
17	Remind Agent to Arrange for Utilities and Keys for Buyer (private)	2/16/2010			

Contact Support@TrackMyFile.com with any additional questions or call 888-542-5554 Ext 1
www.trackmyfile.com