



AGENT = _____

APPOINTMENT TIME: _____

APPOINTMENT DATE: _____

REFERRED BY: _____

SELLER CALL TIME: _____

SELLER CALL NUMBER: _____

AVSP: _____

<input type="checkbox"/> Phone to show <input type="checkbox"/> Cell #'s <input type="checkbox"/> Birthdays: His _____ Hers _____ <input type="checkbox"/> Anniversary _____ <input type="checkbox"/> Email <input type="checkbox"/> Key box <input type="checkbox"/> Agent showings <input type="checkbox"/> Be gone when shown <input type="checkbox"/> Agent must open box <input type="checkbox"/> Buyer w/o agent knocks on door <input type="checkbox"/> Introduce my staff <input type="checkbox"/> Email best contact <input type="checkbox"/> Form 17, LIP Sheet, SSP <input type="checkbox"/> Sign can take up to 2 wks. <input type="checkbox"/> Flyers— No price, b/w, call when you see red <input type="checkbox"/> LP siding <input type="checkbox"/> Septic Y / N <input type="checkbox"/> Well Y / N <input type="checkbox"/> Open houses <input type="checkbox"/> Brokers open <input type="checkbox"/> Vacation/Out of town	<input type="checkbox"/> Offers on weekends <input type="checkbox"/> Offers through my team <input type="checkbox"/> Don't talk to other agents <input type="checkbox"/> Call before concern becomes a CRISIS <input type="checkbox"/> Included items (window treatments, etc....) <input type="checkbox"/> Never sell personal items to buyer <input type="checkbox"/> Leased fixtures _____ <input type="checkbox"/> Referrals <input type="checkbox"/> No updates -1 time every 2 weeks <input type="checkbox"/> Website for updates <input type="checkbox"/> HOA/Utilities must continue to get paid <input type="checkbox"/> 2nd mortgage try to keep current <input type="checkbox"/> Dogs/Cats/Pets SHORT SALES ONLY <input type="checkbox"/> Loan Mod, Deed in Lieu, Foreclosure, SS <input type="checkbox"/> 4-10 wks. for buyer, 6-10 months for approval <input type="checkbox"/> 1st buyer likely to fall through <input type="checkbox"/> 24 hours for packet <input type="checkbox"/> Dates on Hardship Letter <input type="checkbox"/> Sign and date Letter of Authorization <input type="checkbox"/> BPO agent to take pictures <input type="checkbox"/> Get back to us same day on request for missing documents and/or offers.	<table border="0"> <tr> <td style="width: 50%;">Short</td> <td style="width: 50%;">Not Short</td> </tr> <tr> <td colspan="2">Owner / Tenant / Vacant</td> </tr> <tr> <td colspan="2">Tenant</td> </tr> <tr> <td colspan="2">Name _____</td> </tr> <tr> <td colspan="2">Tenant # _____</td> </tr> <tr> <td>Bankruptcy</td> <td>Y / N</td> </tr> <tr> <td colspan="2">Attorney _____</td> </tr> <tr> <td colspan="2">Lien Holder?</td> </tr> <tr> <td colspan="2">1st _____</td> </tr> <tr> <td colspan="2">2nd _____</td> </tr> <tr> <td colspan="2">3rd _____</td> </tr> <tr> <td colspan="2">How far behind? _____</td> </tr> <tr> <td colspan="2">Auction Date? _____</td> </tr> <tr> <td>Gold</td> <td>Silver Bronze</td> </tr> </table>	Short	Not Short	Owner / Tenant / Vacant		Tenant		Name _____		Tenant # _____		Bankruptcy	Y / N	Attorney _____		Lien Holder?		1st _____		2nd _____		3rd _____		How far behind? _____		Auction Date? _____		Gold	Silver Bronze
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- ☐ Listing signed
- ☐ Need signature Mr./Mrs.
Or _____
- ☐ Will send to us
- ☐ Will call for P/U

- ☐ Sign OK
- ☐ Put sign up _____
- ☐ 2nd sign location _____
- ☐ Key box on
- ☐ Key Hidden _____

- ☐ MLS on _____
- ☐ Box # _____
- ☐ Pictures Taken
- ☐ Send runner _____

Restrictions: _____

Marketing Remarks _____

Top Shape Price _____ 30 Day Price _____ 90 Day Price _____

0-300 = -25 300-800 = -50 800-2M = -100

I/We have chosen not to participate in the 30-day Guaranteed Sale Program™ unless otherwise agreed to in writing.

I/We acknowledge that the above information was explained in detail to me/us.

I want a call from HRE

- ☐ Weekly
- ☐ Every 2 weeks
- ☐ When we have a