

They Were Owner: Y N **Call Them Back On:** _____ **Listing Type:** Rental Realtor FSBO REO HUD Other
How Discovered: Saw Their Newspaper Ad: _____ Date: _____ | Saw Their Sign/Flyer | Saw Their Web Site:
URL: http://www. _____ | They Saw Our Flyer | They Saw Our Classified | They Saw Our Movie Ad |
They Saw Our Web Site | They Got Our Letter: _____ Other: _____
We Made Offer: Letter-of-Intent Formal | Type: Lease-Option Cash Wrap Other | Amount \$ _____ Date: _____

Agency Data

MLS #: _____ **Agency:** _____ **Agent's Name:** _____
Agency Phone #: _____ **Fax #:** _____ **Agent Phone #:** _____ **Listing Term:** _____

Property Location

Property Address: _____ **City:** _____ **State:** _____ **Zip Code:** _____
Directions: _____ **Map:** Page: _____ **Coordinates:** _____

Seller's Property Description

Bedrooms: 2 3 4 5 ___ **Baths:** 1 1½ 1¼ 2 2½ ___ **Levels:** 1 2 3 **Basement:** Y N
Garage: Attached Detached Carport | Size: 0 1 2 ___
Features: Hot Tub | Spa | Deck: Size: _____ | Fireplaces: 1 2 Type: Freestand. Stove Traditional Fuel: Wood Gas
Updates Improvements/Repairs: Kitchen Fixtures: Y Fixtures: Y N Other: _____
When: _____ How Much Spent: \$ _____ Comments: _____
Year Built: 19___ **Year Purchased:** 19___ **Tax Assessed Value:** \$ _____ **Annual Taxes:** \$ _____
Occupied: Vacant | Seller | Tenant: (**Rent:** \$ _____) Comments: _____
Overall Property Condition: Seller's Opinion: 1 2 3 4 5 6 7 8 9 10 | Compared to Neighbors: Better Same Worse
Problems & Suggested Improvements to Make Property Equal to Neighbors: _____

Questions for the Seller (Listing Agent)

1. What do you like most about this property? _____
2. What do you like least about it? _____
3. Is there anything else about the house you think I should know? _____
4. It sounds like a nice home. Do you mind if I ask why you're selling? _____
5. I'm actually a real estate investor: I buy houses and rent them out. That's what I would want to do with your place...Do you think your house would make a good rental property? Y N [For how much? \$ _____]
6. Do you know if there are any other rental houses in the neighborhood? Y N [For how much? \$ _____]
7. What is your asking price for the house? \$ _____? (Don't respond to their answer right away.)
Do you mind if I ask how you arrived at that price? _____ [Have you had it appraised lately? Y N For how much? \$ _____]
8. Is \$ _____ your original asking price, or has it changed since you first put it on the market?
Orig. Revised (Was: \$ _____)
9. How long have you had it on the market: _____ [Why do you think it hasn't sold? _____]
10. Do you have any offers pending on the house? Y N
11. Have you received any (other) offers? Y N What Happened? Explain: _____

14. When do you need to sell it by? _____
15. If the deal is good enough, I have enough cash in the bank to just write a check for it. If we could close in the next week or two, what's the lowest price you'd take? (Don't reply for 30 seconds!) \$ _____
16. Would you be willing to pay the closing costs? Y N [Such as the appraisal? (\$350)? Inspection? (\$275) Closing and escrow? (\$400)]
17. Do you mind if I ask how much you originally paid for the house? \$ _____
18. Are there any liens or other encumbrances against the property? Y N _____
19. Are there any lawsuits regarding the property pending? Y N Details: _____
20. Is there a mortgage on the property? Y N [Tell me more about it, like the approximate balance: \$ _____, the interest rate: _____%, who's it with: _____, that kind of stuff...
Is it assumable? Y N Is It: VA FHA? What are your payments? \$ _____ Does that include Taxes and Insurance? Y N
How many years are remaining on the note? _____. Have you made all the payments on time? Y N Are there any other mortgages or the property? Y N Details: _____]
21. What will you do after you sell? Do you have any special plans? _____
22. It looks a little skinny. Are you expecting to walk away with any money here, or would it help if I just took over payments? _____
23. So, will you need immediate cash at closing? Y N How much? \$ _____
24. I'd be willing to pay more if you can be flexible on the terms. I've got great credit...would you be willing to assist in the financing? _____ [Well, like we could figure out a way to make your existing loan assumable---I think we might be able to do that---and then you'd carry a note for the balance for a short time.]
25. If I go to a bank for financing, they will probably want me to put down 20 or 25%. Would you at least be willing to finance some of my down payment for a short time? [Short means 60-72 mos].
26. What are you going to do if it doesn't sell? [If they say, "rent it out," you ask, "How would that work?"] _____
27. Would you consider taking a lease option on the property? Y N ["You know, where I would agree to buy it, but we wouldn't close for 18-36 months and I'd rent it from you until then?"] _____
28. Well it sure sounds like the kind of property I've been looking for. I'd probably buy it from you if we can come to some agreement on either the on the price or the terms. What's the best deal you could offer me on your property? (Don't respond for at least 30 sec.) _____
29. Can't you do any better than that? (Don't respond.) _____
30. Okay, if I bring the paperwork over, can YOU make the decision...does anyone else need to be there? _____
31. Okay, let me drive by it and let's both give it some thought. Do you have any questions for me?
Would you like my phone number?
What's your mailing address, in case I decide to send you an offer? _____ Work phone? _____ Email address? _____