

Seller's Name: \_\_\_\_\_  
Property: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone (H): \_\_\_\_\_  
Cell: \_\_\_\_\_  
E-mail: \_\_\_\_\_

1. How did you hear about me/who referred you?  
\_\_\_\_\_
2. Who else are you interviewing? (Remember, you want to be the seller's last appointment. To make this happen, you can say, "After you meet with other salespeople, you'll likely have quite a few questions for me. I can better serve you if you have a maximum number of questions available at the time of our meeting.")  
\_\_\_\_\_
3. Would it be possible for all decision makers to be present to meet with me? Is it possible to meet at my office? If not, then where?  
\_\_\_\_\_
4. What are the names of the people who will be present during our meeting? (You can then address all the attendees by name when you meet them.)  
\_\_\_\_\_
5. Why do you want to sell?  
\_\_\_\_\_
6. When do you need to sell?  
\_\_\_\_\_
7. At what price do you want to list your property?  
\_\_\_\_\_
8. How much are your underlying loans?  
\_\_\_\_\_
9. Can you tell me about your property?
  - o Type: \_\_\_\_\_
  - o Square Feet: \_\_\_\_\_
  - o Bed/Bath: \_\_\_\_\_
  - o Income (for rental property): \_\_\_\_\_
  - o Length of lease (for rental property): \_\_\_\_\_
10. What other amenities does the property offer?  
\_\_\_\_\_
11. What criteria are you going to use in hiring listing agent?  
\_\_\_\_\_
12. May I ask you to wait to make a decision on your listing agent until you meet with me?  
\_\_\_\_\_
13. If I answer all of your questions to your satisfaction, will you list your property when you meet with me?  
\_\_\_\_\_
14. I will be sending/delivering/offering on my Web site a little pre-meeting information packet. Can you please review it before meeting with me?  
\_\_\_\_\_
15. Do you own any other properties in the area? If yes, where?  
\_\_\_\_\_
16. Are you thinking about listing those also?  
\_\_\_\_\_
17. Where are you moving?  
\_\_\_\_\_
18. Do you know a real estate professional there?  
\_\_\_\_\_
19. Do you need a 1031 Tax Deferred Exchange?  
\_\_\_\_\_