

Sellers Call Sheet

People

- 1) Owner's Name _____ 2) Phone _____
3) Address _____
4) Owner's Name _____ 5) Phone _____
6) Address _____
7.) Who helps you make decisions? _____

Property

- 21) Property Address _____
22) Age ____ 23) Neighborhood G F P 24) Schools G F P
25) Brick/Wood B W 26) # Bedrooms ____ 27) # Garages ____
28) Kitchen G F P —Modern, New Old _____
29) Bath # ____ G F P —Modern, New, Old _____
30) Foundation G F P 17) Roof G F P
31) Plumb G F P 20) Heat G F P 21) Electric G F P
32) Windows G F P 23) Doors G F P 24) Walls
33) Extras (A/C, yard, deck) _____
34) Improvements (Within 3 years) _____
35) Problems (Describe in detail) _____

Finance

Income/Expenses/Mo.

- | | | |
|--------------------------------------|---|-------------------------|
| 36) Appraised \$ _____ | 37) Explain 36 _____ | 55) Gross Rent \$ _____ |
| 38) Asking Price \$ _____ | 39) Explain 38 _____ | 56) Other Inc. \$ _____ |
| 40) Tax Value \$ _____ | 41) Explain 40 _____ | 57) Total Inc. \$ _____ |
| 42) 1 st Mtg Bal \$ _____ | 43) Mos Remaining ____ Rate ____ % | 58) Pmt (P&I) \$ _____ |
| 44) Lender _____ | 45) Do you have <u>loan</u> papers? <input type="checkbox"/> Y <input type="checkbox"/> N | 59) Taxes (T) \$ _____ |
| | 46) <input type="checkbox"/> FHA <input type="checkbox"/> VA <input type="checkbox"/> CONV <input type="checkbox"/> Private | 60) Ins (I) \$ _____ |
| 47) 2 nd Mtg Bal \$ _____ | 48) Mos Remaining ____ Rate ____ % | 61) Pmt (P&I) \$ _____ |
| 49) Lender _____ | 50) Do you have <u>loan</u> papers? <input type="checkbox"/> Y <input type="checkbox"/> N | 62) _____ \$ _____ |
| 51) Lien/Debt \$ _____ | 52) Explain 50 _____ | 63) Pmt (P&I) \$ _____ |
| 53) Equity \$ _____ | 54) Do you have <u>lien</u> papers? <input type="checkbox"/> Y <input type="checkbox"/> N | 64) Adv. \$ _____ |

Buying Formulas

- 71) Full Price: Pmt = Equity \$ _____ ÷ 100 = \$ _____/mo
(Line 71 is not to exceed line 70, the Max Pmt. the property can afford to pay.)
- 72) All Cash: Price = FMV \$ _____ x (30/50/60% Rule) = \$ _____
- 73) Cash Down + Paper Back:
(Reduce Price \$2 For Every \$1 Down—then recalculate line 53 & line 71.)
- | | |
|-------------------------|-----------------------|
| 67) Misc. \$ _____ | 70) Max Pmt. \$ _____ |
| 68) Mgmt. \$ _____ | |
| 69) Total Exp. \$ _____ | |
- (Line 70 = line 57 - line 69)

Motivation

- 8) How did you find out about us?
9) What made you decide to call?

10) Why are you selling? _____

11) What will you do if you don't sell it? _____
12) How long has it been for sale?

13) Any written offers? Y N
14) Vacant? Occupied?
15) Occupied by tenants? Y N
16) Any Tenant Problems? Y N
17) Payments Current? Y N
18) Special Situation: Foreclosure
 Estate Divorce Bankruptcy
19) Need money for? _____
20) What else should I be asking? _____