

YOUR BUYER PORTFOLIO



Use the tools and resources from this workshop to assemble your own customized systems to grow your business with buyers!

1 Pre-Consultation Interview

- Buyer Questionnaire
- _____
- _____

2 Conduct Buyer Consultation

- Buyer Questionnaire
- Buyer Consultation Packet
 - Steps to Buying a Home — Mortgage Information — Vendor List
 - Define Your Services — Communication Plan
- Buyer Representation Agreement
- Other Relevant Documents
- _____
- _____

3 Find & Show Homes

- Tools to Find Homes
- Buyer Survival Toolkit
- House Hunting Checklist
- _____
- _____

4 Contract to Close

- Offer Checklist
- Vendor Lists
- Closing Day Checklist
- _____
- _____

5 Client for Life

- Closing Gifts
- Post-Close Checklist
- Relationship-Builder Campaign
- Items of Value
- _____
- _____