



Buyer Information Sheet

It is important to remember each prospective buyer that comes through your house, what they said and what you think they were thinking. You will want to remember how they acted, what they said, comments made and questions they asked. This will help you to distinguish serious buyers from browsers and assess how strong your position is during negotiations.

Buyers Names: Jim and Mary Stevens

Phone: 705-555-1212 Email: jim.stevens@internet.com

Initial Visit: Appointment Open House Drop In

Initial Visit Date Sat May 22 2nd visit date _____

3rd Visit Date _____ 4th Visit date _____

Comments Made

May 22-Mary loved the kitchen. She was saying to Jim how great the furniture would look into it

May 22-Jim loved the garage and he measure to make sure his cars would fit in

May 22 Mary hated the paint colors in the bedrooms but said to Jim they could easily repaint

Concerns Buyers had

- *Overheard them discussing the distance for their kids to walk to school*
- *I heard Jim say to Mary he thought roof might need replacing and he thought \$5000 was the number*

Questions Buyers had

- *Asked about schools and distance*
- *Asked about the neighbors*

Rating

Hot Medium Cold

Follow Up

- *I will get quote on roof and be ready as I expect an offer and I know they will make this a negotiating point*
- *Call back in 4-5 days to follow up and invite them back for a second showing.*
- *May 26 - Called and invited back for meeting. They are coming on Saturday*