

FSBO Prospecting Checklist



Today's Date: _____

Referred by: _____

Source Type: _____

Contact Type: _____

Owner Name: _____

Address: _____

____Add to Email Marketing Automation System

____Sign up for Weekly Newsletter

____Add to CRM

____Add to Dialer

____Add to Back End Of Website

____Organic email – include: _____

Appt. Date: _____

Appt. Time: _____

Appt Type: ____ Appt. ____ Pop By ____ drop package before mtg

Meeting: ____ In Person ____ On Phone

Listing Agreement: ____Admin fee ____4% Clause ____ Cancel Clause

Listing Agreement Only ____ Email ____ Hard copy

Listing Agreement/Marketing ____ Email ____ Hard Copy

Full Marketing Package ____ Email ____ Hard Copy

POP by Package Only ____ hard copy