

BUYER INFORMATION SHEET

Buyer Agent: _____ **Date/Time Received:** _____
Is the Appointment completed? ☐ Yes ☐ No
Prospect is: ☐ Selling ☐ Buying ☐ Both **Listing Agent Assigned:** _____
Lead Source: _____

Prospect's Name: _____ **Spouse:** _____
Tell me about your family: _____
Current Address: _____ **City:** _____ **State:** _____ **Zip:** _____
Home Phone: _____ **Work:** _____ **Cell:** _____
E-mail: _____
What is your mailing address? _____
 ▶ **If Address, did you mail business card?** ☐ Yes ☐ No

LOCATION:

Desired Area(s): _____
School Preference: _____

PRICE: \$ _____ to \$ _____

MOTIVATION: Motivation Level: (low) 1 2 3 4 5 (high)

Do you currently ☐ **Own, or** ☐ **Rent?** Lease Expires: _____ Rent Amount: \$ _____
If own, is house on the market? ☐ Yes ☐ No If YES, are they buying with that agent? ☐ Yes ☐ No
If own, do they have to sell first? ☐ Yes ☐ No How long looking for a home? _____
If own, is listing sheet filled out? _____ ☐ Yes ☐ No
If NO, why? _____

Lead Status (Time Frame): ☐ 30 Days or less ☐ 30-60 Days ☐ 60 days – 1 year ☐ 1 Year +

WORKING WITH ANOTHER AGENT? ☐ Yes ☐ No If YES, is there a signed agrmnt? ☐ Yes ☐ No

What are the three things you are looking for in an agent or real estate team?

1. _____ 2. _____ 3. _____

MORTGAGE: **Lender Name:** _____ Will the buyer be paying cash? ☐ Yes ☐ No

If NO, do they require a lender referral? ☐ Yes ☐ No If YES, referred to: _____

HOME CRITERIA: # Bedrms: _____ # Baths: _____ # Living: _____ # Dining: _____ Garage: _____
Stories: _____ Sq. Ft: _____ Lot Size: _____ Age of Home: _____ Style: _____

Special Needs/Must-haves: _____

Type of Home: _____

CLOSE FOR THE APPOINTMENT: Best time: ☐ Day ☐ Night ☐ Weekday ☐ Weekend

Appointment Set (Date/Time): _____

GREAT! Let me take a moment to make sure I have all the information I need.

NOTES: _____

