

Showing system

Vacant house

put lockbox on

with code

ask them to check the house neighborhood

"Yes, I've seen the house and I'm interested,"

I make sure they really have driven by the property and walked around. I won't deal with them until they do.

first phone call--ask for one hour advance

"Anytime is fine. Just call me one hour in advance. I have a neighbor with a key. If for some reason I'm tied up, he'll open the door for you."

second phone call--one hour advance

The prospective buyer calls the next morning at 10 a.m. and says, "You told me to call you an hour in advance. I'll be there at 11." I tell them, "Okay, great. I should be able to make it but if not, don't worry, my neighbor will let you in."

third phone call--arrived

the applicant arrived and call you

"I'm tied up, and my neighbor just stepped out, but since you're there, I'm going to go ahead and give you the code for the lockbox. You can let you let yourself in. If my neighbor shows up, just tell him you know me and I gave you the code to check the place out."

ask for the photo ID

stay on the phone, has facetime if he is using iphone

they like it

"Okay, we like it. What's the next step?" I ask them to text me their full names and all their information, and then meet me at the office with the down payment. I'll do the paperwork before they get there. If they don't want the house, I never have to see or speak to them again, period. That's absolutely fine. They move on, and I have not wasted any time.

Open house

confirm and get a list of people to be there

bring your keys

direction signs

house flyer

your name card

bring it and put it in the brochure booksure

materials to be printed

your name tag on the cloth

flyer for the house

give it to candidate--4 pages

Rent to own Banner--if not put on

Rent to own Yard sign--if not put on