

### Agent Information

Agent name: \_\_\_\_\_ Agent office: \_\_\_\_\_

### Location Information

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### HOA Information

HOA name (if none put N/A): \_\_\_\_\_

HOA Bylaws document or website: \_\_\_\_\_

### Customer Information

Owner name 1: \_\_\_\_\_

Owner name 2 (if none put N/A): \_\_\_\_\_

Owner name 3 (if none put N/A): \_\_\_\_\_

Customer reason for selling: \_\_\_\_\_

Customer timeline: \_\_\_\_\_

### Home Information

Starting target sale price: \_\_\_\_\_

Home valuation: \_\_\_\_\_

Customer purchase price & date: \_\_\_\_\_

Mortgage details: \_\_\_\_\_

\_\_\_\_\_

**Other loans, liens  
or 2nd mortgages:**

\_\_\_\_\_

## Requested Home improvements

Improvement 1: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 1"**

Improvement 2: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 2"**

Improvement 3: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 3"**

Improvement 4: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 4"**

Improvement 5: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 5"**

Improvement 6: \_\_\_\_\_

Details: \_\_\_\_\_

Materials/ Colors: \_\_\_\_\_

Photos: **Please attach photos to your email when responding. Label "improvement 6"**