

**Open for Inspection - Checklist**

# 🞏 Open for inspection flag displayed

# 🞏 Directional signage placed at front of property and nearest street intersection

# 🞏 Arrive at the property 10 minutes early

# 🞏 Vendors / Tenants not present during inspection

# 🞏 Strong product knowledge: land size, rates, potential rental return, comparable sales, when was the home built,

# 🞏 Property brochures on display

# 🞏 All lights turned on & music playing – set the scene

# 🞏 On display:

# Business Cards

# Property Brochures

# 🞏 Company Brochure / Commission Table

# 🞏 Agent Profile Brochure

# 🞏 Comparable sales

# 🞏 Contracts / S32’s

# 🞏 Pen, paper, clipboard and open for inspection capture forms

# 🞏 Ensure all lights are off and property is locked before leaving

# 🞏 Leave a thank you note and/or call vendor with preliminary feedback

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