



## Listing Appointment Checklist

**Owner Name** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

- I. Listing Agreement ( )
- II. CIS ( )
- III. Listing Conversation Book ( )
- IV. For Sale Yard Sign ( )
- V. Lock Box ( )
- VI. Completed CMA ( )
- VII. Printed Comps of Sold Properties (at least 3) ( )
- VIII. Sample Listing Report Card ( )
- IX. Sample Seller Communication Plan ( )
- X. Camera to take pictures ( )
- XI. Realtor® Brag Book ( )
- XII. Listing Checklist ( )
- XIII. Agent Qualifier ( )