



As your REALTOR® DURING^{the} PROCESS

+ WHEN AN OFFER IS RECEIVED, I WILL ...

- + Confirm and discuss the financial qualifications of the buyer.
- + Review all terms in the offer.
- + Review your expenses and net proceeds based on the offer.
- + Counsel you and negotiate the sales price and terms on your behalf.
- + Fully explain any contingencies.
- + Maintain communication and rapport with the buyer's agent in an effort to get the home sold.

+ UPON THE ACCEPTANCE OF AN OFFER, I WILL ...

- + Provide a checklist of upcoming tasks and important items to remember.
- + Communicate on details and provide a list of upcoming events/tasks for you.
- + Troubleshoot and prevent problems or delays.
- + Order all title work, the survey, and other essential documents for you.
- + Schedule and coordinate the closing.

+ DURING THE INSPECTION, I WILL ...

- + Review and interpret the buyer's inspection report.
- + Negotiate the inspection responses on your behalf and assist with scheduling appropriate vendors for repairs, if any.

+ PRIOR TO CLOSING & AT CLOSING, I WILL ...

- + Communicate with the buyer's lender to ensure a successful closing.
- + Review the final closing figures and ensure accuracy.
- + Join you at closing to represent your best interests, answer any questions that may arise, and ensure you have a smooth experience.

+ FOLLOWING CLOSING, I WILL ...

- + Stay in touch to provide you with up-to-date information on the market, the value of your home, and fun FPG events.
- + Continue to be a go-to resource for you, prepared to help!





THE FPG COMMUNICATION GUARANTEE

AFTER SHOWINGS |

You will receive feedback from every showing that is scheduled at your home, as soon as it is received from the buyer's agent. Typically, a buyer's agent submits feedback within 24-48 hours after the showing.

WEEKLY CALLS |

Every week your home is actively listed on the market, you will receive a phone call from me to discuss your listing. During this call, we will discuss how the marketing efforts are going, any changes to the home or the market in the last week, review any competition that might be affecting the sale of your home, and talk about any strategic changes that might need to be made. The goal is to best position your home on the market to receive top dollar, in the shortest amount of time possible, with the least hassle. Following the calls, you will receive an e-mail that recaps certain details we covered. I will share examples of some of the marketing efforts on your listing, pertinent marketing data, and web search traffic and results.

MONTHLY MARKET REVIEWS |

Once a month, you will receive a full market report that identifies changes to homes for sale in your market area, as well as pended and sold homes, allowing you to always stay a step ahead of your competition. I will also contact you via phone or in person to go over those updates, review what we have seen over the last month, and discuss how we should move forward.

I STRIVE TO BE ACCESSIBLE AND PROACTIVE.

