

Estate Agents Questionnaire

Basic Information	Agent 1	Agent 2	Agent 3
Name Of Company			
Name of Agent			
How long have they been an estate agent?			
How long have they worked locally?			

Part 1. Valuation Questions	Agent 1	Agent 2	Agent 3
What is their opinion of a 2 week selling price?			
What is their opinion of a 6 week selling price?			
What is there opinion of a forced selling price?			
Ask to see details of similar properties they have sold locally and recently?			

Part 2. Fees & Charges	Agent 1	Agent 2	Agent 3
Confirm you do not want a sole selling rights contract .			
How much do they charge for a sole agency?			
How much do they charge for a multiple agency?			
Are there any upfront fees?			
(If yes) What are they?			
Are there any termination of contract costs			
(if yes) What are they?			
Are there any additional marketing costs?			

Estate Agents Questionnaire (part 2)

Part 3. Contracts	Agent 1	Agent 2	Agent 3
What is their minimum sole agency contract?			
What is their notice period?			
How many weeks in total will you be obligated?			

Part 4. Quality Of Marketing	Agent 1	Agent 2	Agent 3
Which websites do they advertise on?			
Which local publications do they advertise in?			
Will they advertise your property in all these places?			
Will they advertise your property in the local paper weekly, fortnightly or monthly until sold?			

Part 4. Property Details	Agent 1	Agent 2	Agent 3
Do they provide free floor plans?			
Do they photograph internally?			
Do they use wide angle lenses?			
Do They provide 360 degree videos as standard?			

Part 3. Client Services	Agent 1	Agent 2	Agent 3
Do they personally qualify buyers before viewings?			
Do they guarantee to accompany viewings?			
Do they guarantee 24hr feedback after viewings?			
Do they guarantee to return calls within 24 hours?			
Once they have agreed a price with a buyer who looks after the sale until completion?			

Your Notes	Agent 1	Agent 2	Agent 3