# Client Information Sheet

☐ **Seller** ☐ **Buyer**

Name(s) Birthdate(s)

_____ _____

_____ _____

Wedding Anniversary: _____

## CONTACT INFORMATION

Address: _____ City: _____ Zip: _____

Home #: _____ Fax #: _____

Email: _____ Partner Email #: _____

Cell #: _____ Partner Cell #: _____

Work #: _____ Partner Work #:_____

Pref. Communication: Email_____ Home#_____ Cell#_____ Work#_____

Best time of day to reach you: _____ Best #: _____

Time of Expected Response from us: _____ From you: _____

## INFORMATION FOR BUYING

Available to look at homes: Afternoons_____ Evenings_____ Saturdays_____

Price Range: _____ Desired Monthly Payment: _____

Top 3 Priorities for Purchase:

1. _____

2. _____

3. _____

Wish List Items:

_____

## INFORMATION FOR SELLING

Earliest time for morning calls: _____ Showings: _____

Latest time for evening calls: _____ Showings: _____

Mortgage Company: _____ Approx. Payoff: $_____

1st Mortgage Company: _____ Approx. Payoff: $_____

2nd Mortgage Company: _____

*more on the back…*

## AGENT NOTES

Price Range: _____ Absorption Rate (6 Months): _____

Additional Notes: _____

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## OTHER INFORMATION ABOUT YOU AND YOUR FAMILY

| Children | Birthdate |
|---|---|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |

| Pets | Breed |
|---|---|
| Dogs: _____ | _____ |
| Cats: _____ | _____ |
| Other: _____ | _____ |

Cities & States you've lived in: _____

Originally From: _____

Favorite Sports Team: _____

Favorite Restaurants: _____

Favorite Activities / Hobbies: _____

Favorite Plant / Flower: _____

Favorite Wine / Beer / Soda / Other Beverage: _____

Favorite Candy Bar: _____

Favorite Pizza: _____

***How you learned about your agent:*** _____

Comments:_____
_____
_____