

## Listing Plan for Buyer-Buyer Agency and working together 60 day

---

Activity	Description	Day	From	Reminder	Drop off	Assigned to
To-do	Buyer-Agency,Duty Explanation	0	After listing date	0		Applied Person
Call	Buyer-Tim, Tania and Team intro begin...	0	After listing date	0		Tim Syrianos
To-do	Buyer-Hand deliver or instruct to send ...	0	After listing date	0		Applied Person
Call	Buyer-Tania introduction and will work t...	0	After listing date	0		Applied Person
To-do	Buyer-Open client file and checklist	0	After listing date	0		Tim Syrianos
To-do	Buyer-Print Buyer Presentation	0	After listing date	0		Tim Syrianos
To-do	Buyer-Refer to Team Mortgage member	0	After listing date	0		Tim Syrianos
Letter	Buyer-1 Now working together with offe...	1	After listing date	0		Tim Syrianos
To-do	Buyer-Hand Deliver or instruct to send ...	1	After listing date	1		Tim Syrianos
To-do	Buyer-Print Buyer Handbook 51 pages	1	After listing date	0		Tim Syrianos
To-do	Buyer-sign Buyer Agency,Give Map Bo...	1	After listing date	0		Tim Syrianos
To-do	Home Finder set up	1	After listing date	0		Tim Syrianos
Call	Call-Asst Intro,Happy with home finder ...	3	After listing date	0		Tim Syrianos
Call	Buyer-Mortgage preapproval follow up ...	3	After listing date	0		Applied Person
Call	Buyer-Home Finder follow up and ans...	5	After listing date	1		Tim Syrianos
Call	Home Finder-are you happy?	11	After listing date	1		Tim Syrianos
Call	Buyer-Home Finder follow up and ans...	13	After listing date	0		Tim Syrianos
Letter	Buyer-2 Insurance and Lawyer letter	14	After listing date	0		Tim Syrianos
Call	Buyer-Home Finder follow up and ans...	21	After listing date	0		Tim Syrianos
Call	Buyer-Home Finder follow up and ans...	28	After listing date	0		Tim Syrianos
Call	Buyer-Home Finder follow up and ans...	36	After listing date	0		Tim Syrianos
Call	Buyer-Home Finder follow up and ans...	44	After listing date	0		Tim Syrianos
Call	Buyer-follow up call	53	After listing date	0		Tim Syrianos