

RELAX! Rapport.... Then...."Do you mind if I ask you a few questions about the property?

Property Name & Parcel ID:

Address:

Owner Name:

Phone Number:

Email:

of Units:

Asking Price:

(ask what they're asking after asking a lot of the other questions first)

Price per unit:

Unit mix: Studio: 1 bed: 2bed: 3bed: 4bed:

Vacancy %:

Rent amounts: Studio: 1 bed: 2bed: 3bed: 4bed:

Water/sewer (master meter/sub-metered/rubs) and who pays:

Electricity (master meter/sub-metered/rubs) and who pays:

Gas (master meter/sub-metered/rubs) and who pays:

Interior/ units deferred maintenance?

Exterior deferred maintenance? Condition of roof? Major systems?

Year built:

Gross monthly rents:

Gross monthly expenses:

List of major expenses:

Do you have a rent roll you can send?

Do you have an income and expense statement you can send?

On site manager

How paid?

Responsibilities?

Property management company?

Is there debt on the property now? Seller finance? Assumable loan?

What do you plan to do with the money? (Wait to ask until rapport built and ask about seller finance properly)

Reason for selling?

How soon looking to sell/close?

Last sale date: Last Sale Price: debt when purchased?

Cap rate at asking price:

Population of subject property city: growing/declining?

Income growing/declining? Jobs growing/declining?

Unemployment rate of city/metro:

% of vacant housing in market:

Median house price:

Median rents (apartments and homes):

Rents at nearby properties:

Rents below market? At market?

Value-add potential?

NOTES