FREE SAMPLE Transaction Board

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Agent	Property Address	Client Name	List Price / Sold Price	Listing Date	Expiration Date	Copies to Seller, Broker & Agent	Sign & Lockbox	Add to Prop. Sec. & Update Contact Mgr.	Door Knocking	Flyers & Postcards	Virtual Tour	Open House	Sale date & C.O.E. Date	Date of Due Diligence	Open Escrow	Copies to Seller, Broker & Agent	Update Prop. Sec. & Update Contact Mgr.	CIC Docs.	Appraisal	Inspection	CC&R's & Escrow Inst.	Home Warranty	Repairs	Seller Esc. Appt.	Buyer Esc. Appt.	Walk Thru.	Closing – Check	Sign & Lockbox	Update Cont. Mgr.	Closing Gift	Archive File

© 2007 TRANS-TRAC Systems, Inc. All rights reserved. This sample board may not be altered or adapted in any way. To obtain a customizable version of this board go to www.BBGUS.com or call (702) 278-1435.

PDF created with pdfFactory Pro trial version www.pdffactory.com