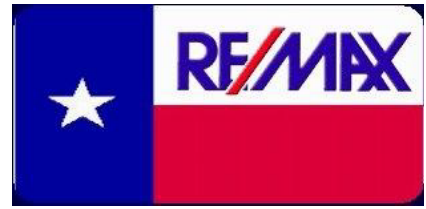




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Step 1

Listing, Marketing and Showing Your Home

Now that you have met with me, reviewed the Comparative Market Analysis and decided to put your home on the market, this brief guide to the first step in the selling process can tell you what to expect in listing, marketing and showing your home. I'll send you follow-up emails with more information about each step as you go through the process of selling your house. The process can seem overwhelming at first so breaking it down together, step-by-step, is the key.

The first step in the process is to sign the Listing Agreement and complete, sign and return the Sellers Disclosure Form so your home can be listed with the Multiple Listing Service (MLS). All necessary listing documents can be emailed to you for your signature. Unless we have agreed otherwise, I will take photos and measurements of your home, place a "For Sale" sign in your yard and a lockbox on your door.

The marketing of your house begins! Your listing details with photos will appear on several websites, including (but not limited to): San Antonio Board of Realtors' Multiple Listing Service (MLS), Remax.com, Realtor.com, Trulia.com, and Zillow.com

I will give instructions to Centralized Showing Service (CSS) so agents can enter and show your house. CSS will contact you when an agent plans to show your home. Showing times and restrictions can be observed at your request. Be sure to have any pets kept tied or crated for any showings. You will also receive weekly showing reports from CSS including agents' feedback and comments on how your home showed.

I will stay in contact with you during the selling process to keep you informed and to answer any questions you may have. Please contact my assistant, Meg Corrigan (lameg2@yahoo.com) or me if you have questions about the sales process or showings. Looking forward to working with you!