

YOUR NAME: _____
YOUR PHONE: _____
YOUR WEBSITE: _____
MLS# (IF LISTING PACKAGE ORDERED): _____

BRANDING PACKAGE

☐ **COMPLETE PACKAGE PRICE: \$250**
Includes 22 custom branded PDF flyers.

Prices if sold separately: \$15/each

- ☐ Pre-listing checklist (2 pages)
- ☐ Prep your home for photography
- ☐ Moving checklist
- ☐ Change of address checklist
- ☐ Buyer checklist
- ☐ Showing checklist
- ☐ Seller questionnaire
- ☐ Buyer questionnaire
- ☐ Agent listing features checklist (4 pages)
- ☐ House hunting checklist
- ☐ Buyer's agent transaction checklist
- ☐ Seller's agent transaction checklist
- ☐ Listing management checklist
- ☐ Seller roadmap
- ☐ Home buying process
- ☐ Open house sign-in (1 of 3 options)
- ☐ Closing day checklist
- ☐ Please remove your shoes sign

HERE'S WHAT WE NEED FROM YOU:

- This order form completed
- MLS#
- All photos you would like used for your listing or closing packages
- The contact information that you want included:
 - a. Name
 - b. Phone
 - c. Email
 - d. Website

HERE'S WHAT YOU CAN EXPECT FROM US:

- Cost of package communicated to you based upon your selections for you to authorize prior to start.
- Once all requirements listed above are received - 24 hour turn around on Listing Launch Package, Closing package & Extras. 48 hour turn around on Complete Branding Package.
- Proof sent to you for approval before finalizing the documents. One Edit opportunity before finalizing.

LISTING LAUNCH PACKAGE

☐ **COMPLETE PACKAGE PRICE: \$125 PER LISTING**
Includes 5 custom branded pieces (PDF or PNG format)

- Just listed post card
- Just listed flyer (20 printed flyers, regular paper)
- Instagram just listed post (PNG format)
- Silent sellers (10 included). (If laminated, add \$1 each)
- Amenities/Features list

CLOSING PACKAGE

☐ **COMPLETE PACKAGE PRICE: \$50 PER CLOSING**
Includes 3 custom branded pieces (PDF or PNG format)

- Just sold post card
- Instagram just sold post (PNG format)
- Utility providers

EXTRAS

Items available: \$15 each

(PDF and PNG format)

- ☐ Spring home maintenance checklist
- ☐ Summer home maintenance checklist
- ☐ Fall home maintenance checklist
- ☐ Winter home maintenance checklist

**Please send completed order form and
all communications to:**

**Patra Model at
patramodel@hawkinspoe.com**

****Additional Printing Costs Not Listed Above
Not Included****