Open House Sign-In

Property address: _____

Date: _____

Hosting agent: _____

Name	Phone	Email	Working with an agent? (Y/N)	Timeframe (Now / 1-3 mo / 3+ mo)	Notes

By signing in you agree to be contacted about this property and similar homes.

After the open house

Five steps for the people who signed in. Most of the value is in the first one.

- [ ] **1. Same day: send a short thank-you.** A text while the house is still fresh in their mind. Mention one thing they said, like the backyard or the kitchen.
- [ ] **2. Log what each person wants.** Before the sheet goes in your bag, write down price range, must-haves, timeline, and whether they already have an agent.
- [ ] **3. Set reminders for every follow-up.** Put each next step on a date, so Monday's appointments don't push the weekend's visitors out of your head.
- [ ] **4. Day 1: send listings that match.** An email with two or three homes that fit what they told you. Specific beats many.
- [ ] **5. Within a week: make a second touch.** A short call around day 3, or new listings around day 7 if they've gone quiet. Present, not hovering.