

# Questions to ask Agents?

Ask them the following questions:

	Agent 1	Agent 2	Agent 3
Company Name			
1. Do they belong to any professional bodies?			
2. Are they office of fair trading approved?			
3. What is the length of their contract?			
3b. What is their notice period? (Never sign up for a long period of time!)			
4. Where do they advertise? Newspapers? Internet?			
4a. How often will your house be advertised?			
4b. How many pages in your local paper do they have specifically for your office? (i.e. if they have 5 offices but only 3 pages, then one office is doing less than 1 page a week, probably meaning they will not have enough space to advertise your property regularly?).			
5. Do they really share properties between offices?			
6. Have they got a London outlet?			
7. How do they present their property details? Can you have a professional A3 fold out brochure?			
8. Do they do floorplans?			
9. How many people work in their office? Too few and they might be overstretched, too many and it might be like dealing with a call centre.			
10. Are any of their staff qualified Estate Agents?			
11. Do they give feedback on every viewing?			
12. How often will they call you with vendor care updates?			
13. Have they got dedicated sales progression with regular updates?			
14. Make sure they clearly explain every clause in their contract and ask for them to leave a copy with you to read through before signing.			
15. Make sure they are members of the Ombudsman Scheme, otherwise if there are any disputes you will have no independent body to complain to.			

I, the representative of my company confirm that I have promised as above and this forms part of our contract and agree to our contract being null and void if this is not adhered to.

Signed

Agent 1

Agent 2

Agent 3