



THE VALUQ HOMEOWNER SERIES

The Viewing Log Sheet

Track every viewing in one place. Who came, when, what they said, what to follow up. Patterns appear quickly.

HOW TO USE

The two-minute write-up

After each viewing, take two minutes to fill in one block. Patterns appear quickly: three buyers raising the same concern means the concern is real, not personal.

WHAT IT EARNS YOU

A log of viewings reveals what to fix between viewings, what to brief the agent on more clearly, and which agent feedback to trust. Without a log, the third buyer's comment about the kitchen gets dismissed as opinion. With a log, you can see it is the eighth.

SECTION 1

Viewing log

Fill in one block per viewing. Print extra pages as you need them.

Viewing #1

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #2

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #3

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #4

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #5

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #6

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #7

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

Viewing #8

DATE		TIME	
BUYER NAME			
PHONE / CONTACT		BUYER POSITION	
AGENT LEADING			
FIRST IMPRESSION	1 - 2 - 3 - 4 - 5		
SPECIFIC FEEDBACK			
CONCERNS RAISED			
FOLLOW-UP DUE			

SECTION 2

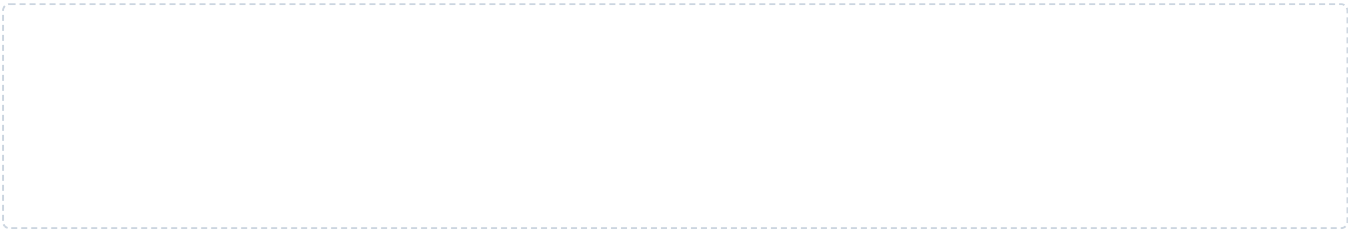
Pattern summary

After roughly five viewings, fill this in. It is the most useful page in the sheet.

Concerns raised by 3 or more buyers:

Compliments raised by 3 or more buyers:

What I would change for the next batch of viewings:

A large, empty rectangular box with a dashed border, intended for the user to write their feedback or suggestions for the next batch of viewings.

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