**Meeting Agenda**

We have found that to achieve the most from our time when we meet, it is helpful to follow an agenda. This is aimed at focusing on the relevant issues that are likely to impact the quality of the sale of your property.

The following is an outline of what I would like to handle during the presentation.

These include:

1. The current market climate
2. Key highlights of your home
3. The likely Target Market for your home
4. Buyer Decisions impacting the sale
5. Selling strategy options
6. Marketing for impact
7. Maximizing the sale
8. How and when you can expect events to take place
9. Presenting your home for success
10. About ***<<insert your office name>>*** and me personally
11. Were your property is positioned in the market ($$$)
12. Success fee and other related costs
13. Moving forward together TODAY