



REAL ESTATE BUYER/SELLER INTAKE FORM CLIENT INFORMATION

Client Name: _____ [☐] Buyer [☐] Seller
 Client Physical Address: _____
 City: _____ E-mail: _____
 Mobile No.: _____ **Viewing Fee: GHS500.00 (Appl ONLY to Buyers)**
 Current Employer: _____ Position Held: _____
 Office Address: _____ Office E-mail: _____
 Office Tel No: _____
 (If Appl) Property of Interest: _____
 Timeframe for Buying/Selling: _____
 How did you hear about us?: _____
 Property Type: [☐] Land [☐] Residential [☐] Commercial
 (If Appl) Lease Type: _____ Lease Left: _____ Land Title Cert [☐] Yes [☐] No
 No. of Bedrooms/Rooms: _____ No. Of Bathrooms: _____
 Maids Room/Outhouse: [☐] Yes [☐] No Garage: [☐] Yes [☐] No
 Sqm/Plot Size: _____ Other Specs: _____
 Budget/Sale Price: _____ Available from (If Appl): _____

Agency Fee:5%.... of the price of a successful Purchase/Sale.

Disclaimer: Thank you for your interest in being a client of Accra Homes. Information collected about new clients is confidential and will be treated accordingly.

DECLARATION

We/I understand that this forms an agreement. We/I further understand that if Accra Homes is unable to find/sell us/me a property, no blame will put on the company.

Signed by Buyer/Seller:..... Print Name: Date:

Signed by Realtor:..... Print Name: Date:.....