

AGENT INTERVIEW WORKSHEET

10 questions to ask

Agent Name: _____ Phone: _____ Email: _____

1. How long have you been a full-time agent in my market?

2. How many homes do you close on each year?

3. Who will be my primary point of contact?

4. What certifications set you apart from other agents?

5. How will you help me buy/sell a home in this market?

6. What's your commission fee?

7. Do I have to sign a contract? Can I cancel without penalty?

8. How will you communicate with me?

Tell them your preference!

9. What are your realistic expectations for house hunting in this market?

10. Who can I contact for a reference?

Reference Name: _____

Phone Number: _____

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answers you're looking for

1. How long have you been a full-time agent in my market?

A great agent usually has been working **full time** in your market **for several years**. If you find someone with 10-20 years of experience or more, that's even better.

2. How many homes do you close on each year?

You want someone who closes more homes than **90%** of the agents in your local area. That can be anywhere from **40 to hundreds of closings per year**—depending on the size of your market.

3. Who will be my primary point of contact?

Many top-notch agents have a support team. Just make sure you'll have a dedicated person who will **answer your questions**.

4. What certifications set you apart from other agents?

As part of an agent's continuing education, they may have earned a number of certifications, like REALTORS® or CRS (Certified Residential Specialist).

5. How will you help me buy/sell a home in this market?

If you're buying, you'll want an agent who knows the community inside and out—and is an expert negotiator. If you're selling, find out how accurate their pricing is.

6. What's your commission fee?

Commission fees—usually paid by the seller—are typically 6% of the final sale price, split between the seller's agent and the buyer's agent.

7. Do I have to sign a contract? Can I cancel without penalty?

An exclusive listing or buyer's agreement that lasts for a certain time period is normal. Don't sign a contract you can't break but that allows the agent to get out whenever they want.

8. How will you communicate with me?

Whether it's phone, text or email, be sure you and your agent agree on a primary communication method so you'll know what to expect.

9. What are your realistic expectations for house hunting in this market?

You want a realist to guide you—not a pie-in-the-sky optimist. Being positive is great. But make sure they're going to keep you grounded and set reachable goals.

10. Who can I contact for a reference?

If you want to know how good an agent really is, talk to their past clients. If an agent refuses to provide a list of past clients, then say, "Thank you. Next!"