Open house sign-in sheet

Welcome! Please sign in so the host agent can follow up with you.

PROPERTY ADDRESS _____ DATE _____ TIME _____ HOST AGENT & BROKERAGE _____

Agent checklist (New York): ☐ Fair Housing Notice displayed (19 NYCRR § 175.29) ☐ Agency disclosure forms on hand (RPL § 443) ☐ DOS-2156 fair housing disclosures on hand

#	NAME	EMAIL	PHONE	WORKING WITH AN AGENT? WHO?	NOTES (BUDGET, TIMING)
1				Y N	
2				Y N	
3				Y N	
4				Y N	
5				Y N	
6				Y N	
7				Y N	
8				Y N	
9				Y N	
10				Y N	
11				Y N	
12				Y N	

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