



BPO Appointment Checklist

CERTIFIED DISTRESSED
PROPERTY EXPERT®

Date _____ Owner _____

Address _____

Prepared by _____ MLS Number _____

- CMA
- Map Area
- Neighborhood Summary
- MLS Printout
- Listing History (Shows Reductions Over Time)
- Damage and Repairs (FORM L)
- Damage and Repairs Photos
- Printed Comparables (Think Like a BPO Agent)
- Business Cards
- Supra Key Or Lockbox Code _____ Supra Serial Number _____

Remember the agent performing the BPO may or may not be familiar with the neighborhood.

You need to make a case for why the contract you have should close.