

NOTHNAGLE REALTORS FAST TRAC TRAINING

Day 1	Ground Rules Complete Paperwork Goal Setting - Business Plans Sphere of Influence – Mailing List Letters of Introduction Agent Profiles
Day 2	Listing Contracts
Day 3	Listing Contracts & Addenda
Day 4	Handling Seller's Objections Advertising Policies
Day 5	Tempo - Overview - MLS, Searches, Tax Records
Day 6	Listing Presentation - Set Up Presentation Books
Day 7	Tool Kits & Marketing Plans
Day 8	Preparing a CMA Seller's Net Presentations
Day 9	Purchase Offer Contracts Agency Disclosure
Day 10	HUD Contracts & Addenda Land, Condo Contracts
Day 11	Transfer of Title & Sale Addendum Bump Notice & Affidavit
Day 12	Finance - Pre-qualifying Buyers - FICO Scores - Mortgages - Ratios
Day 13	Finance - Nothnagle Home Securities
Day 14	Exclusive Buyer Contract & Presentation
Day 15	Technology - One Place - 4 Sale Line - Email Databases - Internet - Intranet
Day 16	Technology - Lead Generation Reports - Tools - MailNow - ContactsNow - PresentationsNow

Day 17	Conducting an Effective Open House <ul style="list-style-type: none"> - Preparation - Follow Up
Day 18	The Art of Selling <ul style="list-style-type: none"> - First Impressions & Building Rapport - Discovery - Building Our Customer's Confidence Through Education - Follow Up
Day 19	Prospecting <ul style="list-style-type: none"> - How to Find Business - Effective Advertising
Day 20	ClientPerks Relocation Home Trust Warranty
Day 21	Prospecting <ul style="list-style-type: none"> - Prospecting Plan - Cultivating Your Sphere
Day 22	Prospecting <ul style="list-style-type: none"> - Personal Marketing - Statistics - Expired Listings & FSBO's
Day 23	Risk Management The Code of Ethics <ul style="list-style-type: none"> - Ethics vs. Etiquette - Fair Housing - R.E.S.P.A. - Anti-trust
Day 24	Time Management <ul style="list-style-type: none"> - Organizational Skills - Checklists
Day 25	Graduation