FAX COMPLETED ORDER FORM TO 866-272-2192 OR EMAIL TO deborah@revstaffing.com

Agent MUST have a *Client Profile* and *Client Confidentiality & Terms Agreement* on file with REVS

CMA ORDER FORM

Date Ordered:_____

Agent: _____ **Date Required**:_____

Property Address: Seller:

1. **Create CMA in agents**: ☐ MLS ☐ Top Producer Presentations ☐ Other_____
2. **What Area #:** _____ City: _____
3. **What Subdivision**: _____ ☐ N/A
4. **What Search Criteria:** such as *"limit to detached single family ranches on basements".*

5. ☐ Get photo's from MLS ☐ Agent will Email Photos
6. ☐ Return to Agent via email ☐ Print and Mail to seller

FEATURES AND COMMENTS REGARDING SUBJECT PROPERTY:

SPECIAL COMMENTS/INSTRUCTIONS:

PROOF EMAILED: ☐ *yes*, date _____ **Agent Notified by Phone**: ☐ *yes*, date _____

FINAL CHANGES: ☐ *received from agent*, date _____