

Congratulations on obtaining a new listing for HomeStarr Realty!

When you get a new listing the following items are required to be turned into our office as soon as possible to insure proper handling of appointments and closing when the time comes for settlement.

- ❖ The Listing Contract
- ❖ Sellers Property Disclosure
- ❖ Our Signed HomeStarr Business Disclosure
- ❖ Trend MLS Sheet
- ❖ Trend Public Record Information sheet for the property listed
- ❖ Homeowner Name and any and all contact numbers and email address. The email address is not necessary but it is possible through Showing Desk to email homeowner of appointments and even forward on showing feedback as an option.
- ❖ Showing instructions for appts. This would include ANY information that would help us to better schedule an appointment (vacant, animals, good or bad times etc).

Send all information to: **closings@homestarrinc.com**