

# SalesPartner Training

"How can we help you get the most from SalesPartner?"

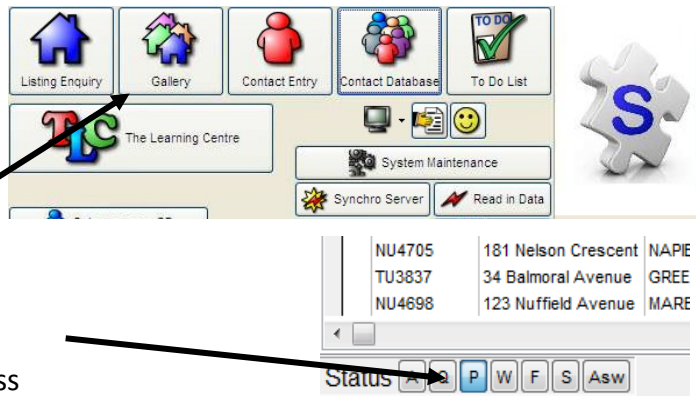
Training and Educational Material

www.salespartner.co.nz

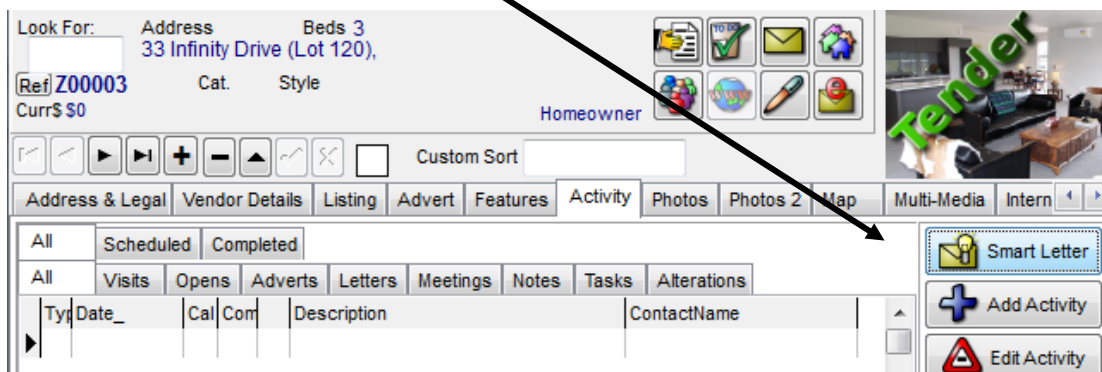
## Smart Letters

This guide is to program a smart letter to a foreign listing after 90 days.

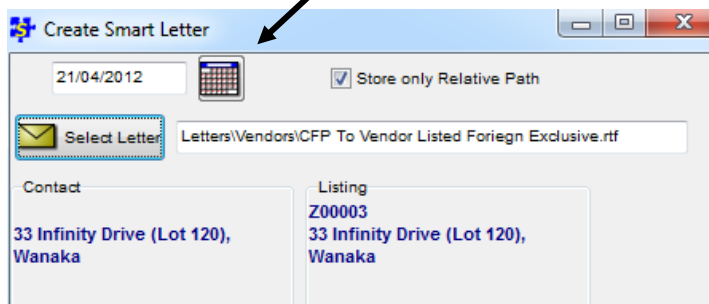
1. Open the Gallery
2. Find your Prospect/Foreign Listing
3. Check the Vendors Name & Address
4. Check when it was listed on realestate.co.nz



- In Activity , Click on Smart Letter



- Set the Date 90 days from the Listed Date in realestate.co.nz
- Click on Select Letter



Checkout these letters:

- CFP Foreign Listing
- CFP To Foreign Listing
- CFP To Prospect Vendor2 Listed Foreign
- CFP To Vendor Listed Foriegn Exclusive

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Now the letter will be in your To-Do List  
Click complete to print

Date_	Time_	Tyt	Address	Contact / Vendor	Description	√	Sper	Repeat	Priority
14/02/2012	12:00am	L	51 The Crescent	Helen & David Hopkins & John Sv	email to buyers	N	GD		
14/02/2012	12:00am	L	51 The Crescent	Helen & David Hopkins & John Sv	email to buyers visitor interested	N	GD		
16/02/2012	12:00am	L	21 Oku Street		email to buyers	N	GD		
24/02/2012	12:00am	L	2/279 Karaka Bay Road	Gordon & Margaret Powell	email to buyers	N	GD		
21/04/2012		L	33 Infinity Drive (Lot 120),		Letters\Vendors\CFP To Vendor	N	GD		

CFP To Vendor Listed Foreign Exclusive.rtf

Print (no preview)

Preview this one

Print All (no more promptin)

Skip this one

Skip All (Cancel)

Use the Preview option to view the letter before you print it.



Saturday, 21 April 2012

33 Infinity Drive (Lot 120),  
Wanaka



Dear Homeowner

**Plan ahead for your next move...**

Congratulations on deciding to market 33 Infinity Drive (Lot 120), as a "Sole Agency". Listing Exclusively is a wise choice.

Real estate is a service industry and success depends on getting several factors right before you begin to market your home.

Many homeowners become disillusioned if their property does not sell within the first few months of going on the market.

If you do not achieve a sale before your current agency expires, consider it an opportunity to try a new approach. In the meantime, have your buyer requirements been registered yet, and are you aware that you can make an offer subject to the sale of your own home?

Call Geoff today on 027 271 1274 to plan your next move.

Faithfully

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