



**PRELIMINARY PROPOSAL**

Mini-Form

Prepared by: Agent \_\_\_\_\_  
Broker \_\_\_\_\_

Phone \_\_\_\_\_  
Email \_\_\_\_\_

**NOTE:** This form is used by an agent when attending a property marketing session, to submit to another agent a proposal for an exchange of properties they have listed or otherwise control.

DATE: \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_, California.

TO: \_\_\_\_\_ Profile # \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell: \_\_\_\_\_

FROM: \_\_\_\_\_ Profile # \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell: \_\_\_\_\_

1. MY PROPERTY: \_\_\_\_\_  
\_\_\_\_\_  
Location \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1.1 Equity \$ \_\_\_\_\_  
Loan 1 \_\_\_\_\_  
\_\_\_\_\_  
Loan 2 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. YOUR PROPERTY: \_\_\_\_\_  
\_\_\_\_\_  
Location \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.1 Equity \$ \_\_\_\_\_  
Loan 1 \_\_\_\_\_  
\_\_\_\_\_  
Loan 2 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. TERMS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. AGENT ACCORD:
- 5.1 Data on the properties is attached.
  - 5.2 Any additional property data requested will be promptly submitted.
  - 5.3 This proposal is subject to further approval by my client and my client's inspection of the property and its operating data. [See RPI Form 352]
  - 5.4 Terms to be detailed in further agreements or in escrow instructions.
    - a.  I see this as a 2-way transaction.
    - b.  I see this as a multiple transaction.

6. Let's get together and talk:
- I'll contact you within \_\_\_\_\_ days.
  - I'm in room \_\_\_\_\_.
  - Please send me a back-up package.
  - \_\_\_\_\_

I respectfully submit this proposal for consideration by you and your client.

Submitting Agent's Signature: \_\_\_\_\_  
Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Responding Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_