



## CARAVAN REQUEST FORM

<b>Instructions:</b> <ul style="list-style-type: none"> <li>• <b>Email:</b> Complete, save, and email the form to <a href="mailto:info@wsgvar.com">info@wsgvar.com</a>.</li> <li>• <b>Mail:</b> Complete, print, mail the form to <b>WSGVAR – 1039 E. Valley Blvd. #205B, San Gabriel, CA 91776</b></li> </ul>
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<b>Listing #:</b>	<b>Property Type:</b>
<b>Address:</b>	<b>City:</b>
<b>Listing Office:</b>	<b>Office Phone:</b>
<b>Agent Name:</b>	
<b>Listing Agent Email Address:</b>	
<b>Listing Agent Phone:</b>	<b>Caravan Date:</b>

**CARAVAN DEADLINE!!!**  
**Tuesday at 11:59PM** for Thursday Caravan - *No exceptions!*

**CARAVAN INFORMATION**  
 Thursday Breakfast Meeting  
 8:30 a.m. – 9:30 a.m.  
 WSGVAR - 1039 E. Valley Blvd. #205, San Gabriel, CA 91776

**OPEN HOUSE TOUR GUIDELINES**

1. Agent or real estate licensed representative must be present at the Thursday’s MLS Breakfast Meeting to pitch his/her listing or the listing will be removed from Caravan. **A \$25 fine will be imposed.**
2. Time allowed to pitch property for the Caravan is 30 Seconds.
3. No shows will be cancelled, which then result in a **\$25.00 fine.**
4. Caravan must be attended by yourself, your real estate licensed designee, or be available on lockbox between 10:00 a.m. to 1:00 p.m.
5. **Failure to comply with these Caravan Guidelines will result in a fine of \$25.00.** No further Caravan requests will be accepted until fine is remitted.

*I understand and will comply with the Caravan Guidelines as stated above.*

**Print Name:** \_\_\_\_\_ **Agent #:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_