



WEEKLY RENTAL MARKETING REPORT

Weekly Rental Marketing Report

Client

Property

Week Ending

Thank you for the opportunity to lease your property. In the past week, your property has been marketed in the following ways:

| | | | |
|--------------------------|----------------|----------|--|
| <input type="checkbox"/> | (Newspaper) | Comments | |
| <input type="checkbox"/> | Internet | Comments | |
| <input type="checkbox"/> | Signboard | Comments | |
| <input type="checkbox"/> | Rental List | Comments | |
| <input type="checkbox"/> | Window Display | Comments | |
| <input type="checkbox"/> | (Other) | Comments | |

We have conducted _____ viewings of the property during the past week.

Here are some comments received from prospective tenants

We recommend the following actions to accelerate the leasing of your property

We look forward to receiving your instructions at your earliest convenience.

Assuring you of our continuing best efforts to find a suitable tenant for your property.

Name

Property Management Department

Phone:

Email: