

## The Market Survey Checklist and Statement of Authenticity

|                          |  |
|--------------------------|--|
| Candidate Name<br>NAA ID | Company/<br>Property                                     |
| Address<br>Street        | City                      State                      Zip |
| Local Apt. Association   |  |

Use this checklist to indicate your completion of each of the required sections of the Market Survey. You will conduct a telephone evaluation and an in-person shopping report at each of the three communities you have selected as comparables. In addition you will complete a Community Comparable and Rent Analysis form for all properties (subject and comparables). Initial the column labeled "Participant Initials" to check off that you have completed and included that information.

|  | Description                         | Participant Initials |           |           |           | Affiliate/Reviewer Use ONLY |       |          |
|--|-------------------------------------|----------------------|-----------|-----------|-----------|-----------------------------|-------|----------|
|  |                                     | Subj                 | Prop<br>1 | Prop<br>2 | Prop<br>3 | SAT                         | UNSAT | COMMENTS |
| I.   | Telephone and Leasing<br>Evaluation | N/A                  |           |           |           |                             |       |          |
| II.  | Comparable Community<br>Information |                      |           |           |           |                             |       |          |
| III.   | Rent Analysis:                      |                      |           |           |           |                             |       |          |
| <b>Participants must keep a copy of their Market Survey Presentation</b> |                                     |                      |           |           |           |                             |       |          |

| Candidate Statement of Authenticity  |
|--|
| I hereby certify that the material contained herein is my original work and has not been plagiarized in any way. |
| Candidate<br>Signature: _____  |

### Reviewer Use Only

Based on the presentation of this project by (Name) \_\_\_\_\_  
on (Date) \_\_\_\_\_, I/we rate the market survey notebook as:

☐ Satisfactory
                         
 ☐ Unsatisfactory

Reviewer comments: \_\_\_\_\_

Reviewer Printer Name and Title: \_\_\_\_\_

Reviewer Signature: \_\_\_\_\_

