



Burbank Association of Realtors®

Caravan/Tour Request Form

Deadline: Tuesday 5:00 p.m. - With Fee of \$5.00 per request
Association Office must be notified of any changes by 9:00 am, Wednesday

Tour Hours: Thursdays 9:30 to 12:00 Noon

**All fields below must be legible & completed or the listing will not appear on the tour sheet.
Properties listed previously on the Burbank Caravan will be labeled as "Re-Caravan"**

Caravan date: _____ **New** **Re-Caravan** **Listing #:** _____
(Tempo Listing # s Only)

Address _____ **City** _____ **Zip** _____

Cross Street _____ **T/Map** _____ **Price** _____

Bedrooms _____ **Baths** _____ **Commission** _____

Lunch **Refreshments** **Drawing**

Features (Must be less than 50 characters)

Listing Office _____ **Office Phone** _____

Agent Name _____ **Agent Phone:** _____

Extended Hours: Noon to _____

Must check one*: **Agent Open** **Electronic Lockbox** **Drive By Only**

**Electronic Lockbox will be listed if nothing is selected.
A Combo Lockbox does not qualify for automatic accessibility.**

For confirmation please leave your Phone # or email: _____

Listing Agents will be assessed a fee of \$25.00 if members do not have access during Caravan Hours

Open house Signs must be paced in accordance with the Burbank Open House Ordinance. For more
Information, contact the city of Burbank License & Code Department 818-238-5280

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For Association Use Only

Date _____ Cash Check Credit Card Receipt # _____