



THE GROUP INC.
Real Estate

Meet Our Staff

The Group, Inc. Real Estate employs a dedicated staff to assist your Group REALTOR® in the marketing of your property.

Receptionists

Each Group office is open seven days a week and is staffed with knowledgeable team members. Our Receptionists greet guests when they arrive in our office, and direct questions or needs to the appropriate persons. They keep up-to-date showing information on each listing and set up all showings on our listings.

Assistants

Our Assistants support our Sales Partners with their day-to-day business. When a property is listed the Assistant enters the listing information in the multi-list system, prepares marketing brochures, creates a counter display, schedules advertising, and orders photography.

Escrow Officers

Our Escrow staff assists our Sales Partners during the under-contract phase. Their role is to monitor contract dates and contingencies, coordinate title commitments, contact lenders for loan updates and application deadlines. Finally they coordinate the closing with the lender, title company, Realtors, buyer, and seller.

Couriers

Our couriers will visit your home to place a for sale sign in your yard and a lock box on your door, measure your home, and photograph it for advertising and brochures.

Photographers

The Group, Inc. has full-time photographers who will take pictures of your home for advertising and a visual tour. If they need access to the inside of your home, you will be notified by them to schedule a time when your home will be ready to be photographed.

Marketing Department

Our marketing staff provides services to our partners to help them promote their listings and attract buyers to our company. Some of these services include ad and brochure design, ad placement in publications throughout Northern Colorado, management of The Group's website www.thegroupinc.com, and the creation of our exclusive advertising publications, The Real Estate Source and The Collection.

