**Traffic Report**

Week of Building Prepared by

|  | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Total |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Nature of Inquiry** | | | | | | | | |
| Telephone call |  |  |  |  |  |  |  |  |
| Visitor |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |
| **Referred By** | | | | | | | | |
| Display ad |  |  |  |  |  |  |  |  |
| Classified ad |  |  |  |  |  |  |  |  |
| Building sign |  |  |  |  |  |  |  |  |
| Telephone directory |  |  |  |  |  |  |  |  |
| Word of mouth |  |  |  |  |  |  |  |  |
| Direct mail |  |  |  |  |  |  |  |  |
| Inside broker |  |  |  |  |  |  |  |  |
| Tenant |  |  |  |  |  |  |  |  |
| Outside broker |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |
| **Space Requirements** | | | | | | | | |
| Under 1,000 sq. ft. |  |  |  |  |  |  |  |  |
| 1,000 to 2,000 sq. ft. |  |  |  |  |  |  |  |  |
| 2,000 to 3,000 sq. ft. |  |  |  |  |  |  |  |  |
| 3,000 to 5,000 sq. ft. |  |  |  |  |  |  |  |  |
| 5,000 to 10,000 sq. ft. |  |  |  |  |  |  |  |  |
| 10,000 to 50,000 sq. ft. |  |  |  |  |  |  |  |  |
| 50,000 to 100,000 sq. ft. |  |  |  |  |  |  |  |  |
| Over 100,000 sq. ft. |  |  |  |  |  |  |  |  |
| **Comments** | | | | | | | | |
|  | | | | | | | | |
|  | | | | | | | | |

**DISCLAIMER:** These sample forms and agreements are not endorsed by BRP Education™. They are presented for informational purposes only and should not be relied upon for accuracy, completeness or consistency with applicable law. The user is advised to check all applicable state and federal law before using these forms, agreements, or parts thereof. Because certain forms have legal implications (e.g., management agreements, rental applications), it is recommended that downloaded versions of such forms should be reviewed with legal counsel prior to their use and that any modifications made by the user should also be reviewed by legal counsel.