

Lead Registration Form

Register a client before a viewing to record who introduced them and start the protection period.

Agents Involved

Co-Agent (registering the client)

Phone / LINE

Listing Agent

Property code / name

Client Information (record partially masked to prevent client poaching)

Tip: record masked data, e.g. name "Mr. Som*****" and "last 4 digits: 1234" — do not disclose full data until necessary and consent is given (PDPA).

Client name (short)

Phone — last 4 digits

☐ Owner-occupier ☐ Investor ☐ Rent ☐ Foreigner ☐ Company

Budget

Main requirement

Client Protection

Registration date

Time

☐ Protect 30 days ☐ 60 days (recommended) ☐ 90 days ☐ Custom __ days

Protection expiry date

Attached evidence (chat/message — specify)

Notes

Co-Agent signature / Date

Acknowledged by Listing Agent / Date

Disclaimer: This form is provided only as a guideline for recording preliminary information and agreements between users. Portsup is not a party to any agreement and does not guarantee any legal outcome or commission payment between the parties. Users should consult a legal professional for high-value transactions or special conditions. Client personal data should be collected only as necessary and with consent under Thailand's Personal Data Protection Act (PDPA).