

WORKSHEET 03

Conversation & Negotiation Planner

A practical worksheet for land seekers and landowners to prepare for respectful, well-structured conversations and mutually beneficial arrangements.

Clear conversations build stronger arrangements.



PURPOSE

Use this worksheet to prepare for discussions, identify priorities, ask thoughtful questions, and record what matters before agreeing to anything.

1 | CONVERSATION DETAILS & INTENTION

Date of conversation: _____

Landowner / representative: _____

Land seeker / proposed land user: _____

Location / property: _____

Type of conversation: _____

What is the purpose of this conversation?

What would a good outcome look like?

Conversation context

- ☐ First introduction
- ☐ Follow-up discussion
- ☐ Property visit
- ☐ Negotiation meeting
- ☐ Reviewing a draft agreement
- ☐ Other: _____

What do I want to understand before leaving this conversation?



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2 | QUESTIONS, PRIORITIES & NON-NEGOTIABLES

Prepare the key points you want to ask, clarify, and discuss.



Questions to ask the landowner

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____



Questions to ask the land seeker / proposed land user

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____



Key priorities

Land seeker priorities

Landowner priorities



Non-negotiables

Land seeker non-negotiables

Landowner non-negotiables



Possible areas of flexibility



Still unclear before negotiation



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3 | PROPOSED TERMS, EXCHANGES & BOUNDARIES

Use this page to capture the arrangement being discussed and what each side may be willing to offer or accept.

Possible arrangement topics

Payment or contribution	
Barter or skills exchange	
Duration / trial period	
Access arrangements	
Water / utilities	
Structures or dwelling type	
Animals	
Visitors / privacy	
Maintenance responsibilities	
Exit / notice expectations	

Boundaries and expectations to discuss



What each side may be willing to offer

Landowner	Land seeker / land user

Points of agreement so far



Points needing further discussion







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4 | DECISION, FOLLOW-UP & NEXT STEPS

Turn the conversation into clear next actions.



What feels promising?



What gives me pause?



Summary of what was discussed



Recommended next actions

Action step	Who is responsible?	Target date	Completed?
			☐
			☐
			☐
			☐



What still needs to be verified?



Current decision

- ☐ Proceed
- ☐ Proceed with conditions
- ☐ Pause and verify more
- ☐ Reconsider / walk away



Notes from follow-up conversation



FINAL REMINDER

The best decisions come from observation, verification, respectful communication, and clear expectations.

