



HOME SELLING CHECKLIST

We have prepared this checklist to help you get ready for that all-important sale.

Interior List

Entryway

- Overall appearance
- Clean and uncluttered
- Excess furniture removed
- Lights fixtures work and are polished

Living Room

- Overall appearance
- Walls and ceiling freshly painted/clean
- Wood floors or carpet are clean and in good condition
- Curtains, drapes and windowsills are clean
- Doors are in good condition and polished
- Room is free of clutter
- Excess furniture removed
- Fireplace is clean (wood stacked neatly and ready to use)
- Lights and outlets working and polished

Dining Room

- Overall appearance
- Walls and ceiling freshly painted/clean
- Wood floors or carpet are clean and in good condition
- Curtains, drapes and windowsills are clean
- Doors are in good condition and polished
- Room is free of clutter
- Excess furniture removed
- Lights and outlets working and polished

Bedroom

- Overall appearance
- Walls and ceiling freshly painted/clean
- Paint and wallpaper are fresh
- Wood floors or carpet are clean and in good condition
- Curtains, drapes and windowsills are clean
- Doors are in good condition and polished
- Room is free of clutter
- Excess furniture removed
- Closets and dressers are tidy
- Lights and outlets working and polished

Laundry Room

- Overall appearance
- Washer and dryer are clean and empty
- Floors are clean and in good condition
- All lighting in good condition

Kitchen

- Overall appearance
- Ceilings, walls and floor are clean
- Paint and wallpaper are in good working condition
- Sinks clean and working without leaks or drips
- Pantry, cupboards and drawers are clean and uncluttered
- All appliances are clean inside and out/good working condition
- Counters uncluttered

Bathrooms

- Overall appearance
- Walls and ceilings freshly painted/clean
- Paint and wallpaper look new
- Floors are clean and in good condition
- Sinks and tubs scrubbed
- No leaks or drips
- Fixtures sparkling and in good working condition
- Tile is clean and un-cracked (caulking is in good repair)
- All cabinets are cleaned out
- Toilet working. Seat cleaned and firmly fastened
- Hang bright and fresh towels

Basement

- Clean and uncluttered
- Light fixtures work
- Storage is organized
- Smells fresh and aired out
- Cracks in ceilings/walls repaired
- No evidence of water penetration
- Dampness removed
- Cold water pipes covered
- Drains cleared
- Sump pump installed
- Furnace cleaned
- Handrail secure

Heating/Cooling Systems

- Furnace clean and inspected
- Hot water heater is clean and in good condition
- Hot water heater is inspected
- Air conditioner is clean and working
- Heating and air system filters replaced

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continued...

Exterior List



Lawns and trees

- Lawn green and mowed
- Shrubs and trees trimmed
- All necessary weeding completed
- Edges trimmed
- Flowering plants to add color
- Fence in good repair
- Yard cleared of leaves and debris
- Fresh bark for an attractive entryway

Garage and driveway

- Garage is clean and tidy
- Uncluttered (junk is thrown out)
- Workbench clean and clutter free
- Garage door opens and closes properly
- Oil and rust stains removed from driveway

Pool and Spa

- Pool/spa is clean
- Pool/spa equipment in good working condition
- Good overall appearance

House

- Overall appearance
- House freshly painted
- Doors painted/stained
- Hardware works
- New front doormat
- Exterior lights working
- Gates and fences painted and working
- Walkways are clean, uncracked, and free of clutter
- Trash cans are clean and out of sight
- Outside windows clean, uncracked, caulked and working properly
- Gutters clear, clean and fastened
- Roof in good condition

Things To Do

Other Recommendations

- Light a fire in the winter
- Open blinds during the daytime
- Tastefully decorate tables and mantles with fresh cut flowers
- Have plenty of lights on at nighttime
- Be aware of any strong odors; create a pleasant "fresh smelling" fragrance

Selling tips while your home is being shown

- Turn off the T.V.
- Play music—tune into classical or soft jazz
- Let the salesperson show your home; let him/her discuss the price and terms with the client; try not to interfere
- Disappear or remain in the background (take kids and pets with you)
- Be friendly and available
- Refer inquiries about your house to your Realtor to take advantage of the agent's professional skills in selling your home
- Have information handy (where bus runs, what school their child will go to, how to get garbage service, good dentists or babysitters in the neighborhood, shopping centers nearby, etc.



Let me show you how to get these personalized with YOUR info!
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