



Checklist for Preparing the Outside

It is estimated that more than half of all houses are sold before the buyers even get out of their cars. With that in mind, it's a good idea to stand across the street from your house and review its curb appeal.

- Sweep front walkway.
- Mow the lawn frequently and plant flowers.
- Trim the shrubs.
- Remove newspapers, bikes and toys from view.
- Park extra cars away from the property.
- Keep pet areas clean.
- Make sure sprinklers and any other exterior plumbing are in working order.
- Clean windows and screens, make sure they open and shut easily and repair or replace if needed.
- Paint the Exterior; touch up peeling paint, window frames, and shutters.
- Replace broken gutters or missing downspouts.
- Fix cracks in the driveway and entry walkway, and clean up stains.
- Replace or fix broken stairs.
- Reseal the deck or porch and repair broken boards.
- Repair the roof; replace shingles and tack down loose flashing.

Checklist for Preparing the Inside

- A clean house is essential. A house in good condition demonstrates pride of ownership, which is one of your best sales tools.
- Keep your house clean particularly the kitchen and bathrooms, wash windows, dust blinds, clean baseboards; In essence, make everything shine.
- Paint the interior. Fill and paint any cracks or holes in the walls or areas showing wear.
- Fix any drains, faucets, or plumbing fixtures that aren't operating properly.
- Fix or replace damaged flooring, such as torn linoleum or cracked tiles.
- Have carpet cleaned or replaced if it is old and worn.



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- ❑ Replace or fix broken stairs and fix any creaks as well.
- ❑ Replace old locks and doorknobs.
- ❑ Fix any doors that do not open easily, including the garage door.
- ❑ Make sure electrical outlets, heating, air conditioning and other systems are in working order.
- ❑ Enhance the spaciousness of each room. Pack away collectables and personal photos to allow buyers to envision their own furnishings in the home.
- ❑ Eliminate all clutter from inside the house and in garage as well, including, stacks of newspaper, bills, toys, jam-packed closets and tools.

Helpful Hints Before Showing Your Home to Potential Buyers

- ❑ Do a quick surface cleaning including running the vacuum around.
- ❑ Put dishes away.
- ❑ Make beds and put all clothes away.
- ❑ Straighten closets.
- ❑ Put toys away.
- ❑ Turn off television.
- ❑ Keep pets out of the way and pet areas clean and odor-free.
- ❑ Secure jewelry, cash, prescription medication, and other valuables.
- ❑ Open drapes and turn on lights for a brighter feel.
- ❑ Play soft music on the stereo/radio.
- ❑ Place fresh flowers or plants in main rooms.
- ❑ Have scented candles or some other air freshener throughout home.

Few Important Reminders

- Typically, potential buyers feel more comfortable if the owners are not present.
- If people unaccompanied by an agent request to see your property, please refer them to your real estate professional for an appointment.
- Always leave a number where you can be reached if you are leaving town, even for a weekend