



## HOME SALE

### Checklist

*Preparing your home for a sale is perhaps the most important organizational task you can tackle. But fear not, we've created this checklist to keep the process simple and straightforward.*

*When selling your home, you're trying to appeal to the highest number of buyers. By minimizing your decor and neutralizing the color palette, you are providing buyers with a space in which they can envision living.*

CUT OUT THIS CHECKLIST AND  
TACK IT UP SOMEWHERE HANDY!



#### DE-CLUTTER AND DE-PERSONALIZE

- ☐ Remove approximately half of your items from bookcases, closets, and pantry.
- ☐ Pack up knick-knacks and rarely used items.
- ☐ Clear off countertops, remove all magnets/photos from the refrigerator.
- ☐ Remove personal photos, family heirlooms, and any provocative artwork.

#### GO WITH THE FLOW

- ☐ Rearrange furniture to demonstrate a room's intended functionality (to you it may be a playroom, but is more valuable to a buyer as a dining room.)
- ☐ Place furniture in a way that encourages logical traffic flow.
- ☐ Remove oversized or unused furniture to make rooms feel bigger.

#### TACKLE THAT TO-DO LIST

- ☐ Freshen-up with a new coat of neutral paint.
- ☐ Patch holes and repair any wall damage.
- ☐ Recaulk any damaged trim or woodwork.
- ☐ Fix doors that don't completely close.
- ☐ Replace any cracked floor tiles or broken window panes.

#### LET THERE BE LIGHT

- ☐ Wash all windows, inside and out.
- ☐ Remove screens if unused.
- ☐ Trim any outside landscaping that blocks natural light.
- ☐ Open all curtains and blinds.
- ☐ Add lamps to lighten dark rooms.
- ☐ Replace burnt out bulbs.

#### MAKE IT SPARKLE

- ☐ Clean out cobwebs and all air vents/returns.
- ☐ Clean faucets, mirrors, and glass front cabinets.
- ☐ Replace worn rugs and use fresh towels.
- ☐ Hire a pro to do a thorough deep clean.
- ☐ Set aside a "clean-up kit" for last minute showing touch-ups.

#### THE FIDO FACTOR

- ☐ Hide litter boxes, crates, and pet toys.
- ☐ Steam clean carpets to remove pet odors.
- ☐ Repair any pet damage to your home.
- ☐ Remove animals for each showing.

#### MAXIMIZE CURB APPEAL

- ☐ Pressure wash front walkway.
- ☐ Keep lawn green and free of weeds, put down fresh mulch.
- ☐ Add a new welcome mat and some potted plants to your entry.
- ☐ Consider a fresh coat of paint on the front door.