

# SELLERS HOME PREP CHECKLIST

## UNCLUTTER

When in doubt, throw it out, sell it, store it, or give it away! Clutter makes a house feel smaller.

- ☐ **Lawn & Garden** - Fertilize, mow, trim, weed, and water [re-sod any bare spots]
- ☐ **Pet area** - thoroughly pick up and organize
- ☐ **Walks, steps, driveways** - clear away all items; remove weeds
- ☐ **Decks, patios & backyards** - Remove excess ornaments and furniture
- ☐ Remove lawn ornaments

## [DEEP] CLEAN

Clean to sell means cleaner than ever before. And be sure every room smells as clean as it looks! Jump-start this step and give yourself some time off with a professional cleaning service.

- ☐ **Windows** - clean to a sparkle
- ☐ **Gutters & downspouts** - hose out debris
- ☐ **Walks, steps & driveways** - sweep and remove stains; consider power washing
- ☐ **Decks, patios & backyards** - use a deck cleaner; hose off patios, wipe down lawn furniture, grills and pool equipment
- ☐ **Siding, brick or stucco** - hose off; use restoring product on vinyl and aluminum siding

## REPAIR

Making repairs now can save money and negotiation stress down the road. Look into a home warranty to provide protection for you and a buyer against failure of mechanical systems. A seller-home inspection is also a proactive way to uncover any unforeseen defects so they do not come up later and inadvertently ruin a transaction.

- ☐ **Doors & windows** - repair screens, glass and door hardware; lubricate hinges
- ☐ **Siding** - repair, replace or paint as needed
- ☐ **Sidewalks, steps & driveways** - repair cracks
- ☐ **Doorbells** - make certain they are in working order

## NEUTRALIZE

Create a home for any lifestyle and taste. Neutral paint, decor and carpeting help buyers mentally “move-in”, while highly personalized or dated decorating may make it difficult for a buyer to imagine their furnishings in your house.

- ☐ **Siding & trim** - touch up or paint if needed
- ☐ **Lawn area** - remove any bold decorations

## DYNAMIZE

Build an emotional connection by helping buyers imagine daily life in your house.

### CURB APPEAL - *choose ideas that add elegance*

- ☐ Keep lawn mowed, shrubs trimmed and gardens weeded
- ☐ Set a potted shrub or topiary tree with annuals on a stoop or flank the door with matching pots; fill window boxes
- ☐ Add new house numbers and a cushioned doormat
- ☐ Polish or paint the door
- ☐ Add a fresh layer of rock or bark
- ☐ Replace or paint the mailbox

### ENTRYWAY - *greet buyers with style and grace*

- ☐ Add a dramatic new lighting fixture
- ☐ Showcase a unique piece of furniture or artwork
- ☐ Brighten an entry with a mirror
- ☐ Invite smiles with fresh flowers or a blooming plant
- ☐ Add warmth and texture with an area rug



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| <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Closets</b> - Remove and pack or store away extra items</li> <li><input type="checkbox"/> <b>Closets</b> - Organize linens and group like clothing</li> <li><input type="checkbox"/> <b>Closets</b> - Pack and store off-season clothing</li> <li><input type="checkbox"/> <b>Bookshelves</b> - Remove up to half of books and items; pack and organize</li> <li><input type="checkbox"/> <b>Kitchen</b> - Clear counters; put away appliances, accessories, etc.</li> <li><input type="checkbox"/> <b>Kitchen</b> - Remove and pack extra dishes</li> <li><input type="checkbox"/> <b>Kitchen</b> - Consolidate duplicate food items</li> <li><input type="checkbox"/> <b>Kitchen</b> - Remove notes and magnets from refrigerator</li> <li><input type="checkbox"/> <b>Kitchen</b> - Organize flatware, utensil and "junk" drawers</li> <li><input type="checkbox"/> <b>Kitchen</b> - Organize and consolidate items under sink</li> <li><input type="checkbox"/> <b>Living Areas</b> - Remove papers and excessive magazines from tables</li> <li><input type="checkbox"/> <b>Living Areas</b> - Remove extra or unhealthy plants</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Living Areas</b> - Remove extra furniture; arrange for openness</li> <li><input type="checkbox"/> <b>Bathroom Vanities, Medicine Cabinets</b> - Remove extra items, pack, and organize</li> <li><input type="checkbox"/> <b>Bathroom Vanities</b> - Remove stained or torn drawer and shelf liners</li> <li><input type="checkbox"/> <b>Collections/Collectables</b> - Pack and store</li> <li><input type="checkbox"/> <b>Children's play areas</b> - Pack, store and organize toys and games</li> <li><input type="checkbox"/> <b>Tool, shop &amp; laundry areas</b> - Remove extra items, pack, and organize</li> <li><input type="checkbox"/> <b>Garage</b> - Organize tools and gardening equipment; remove extra items</li> </ul> |
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## [DEEP] CLEAN

Clean to sell means cleaner than ever before. And be sure every room smells as clean as it looks! Jump-start this step and give yourself some time off with a professional cleaning service. [I can recommend one for you!]

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| <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Floors</b> - Remove old wax; scrub and wax to a shine; <i>consider professional service</i></li> <li><input type="checkbox"/> <b>Carpet</b> - Clean; <i>consider professional service</i></li> <li><input type="checkbox"/> <b>Walls</b> - Remove fingerprints, marks and cobwebs</li> <li><input type="checkbox"/> <b>Woodwork</b> - Clean and polish with a scratch cover</li> <li><input type="checkbox"/> <b>Window treatments</b> - Launder or dry clean</li> <li><input type="checkbox"/> <b>Windows, mirrors, glass cabinets</b> - Clean to a sparkle</li> <li><input type="checkbox"/> <b>Lighting Fixtures</b> - Clean and polish</li> <li><input type="checkbox"/> <b>Lighting Fixtures</b> - Wash or replace bulbs; make sure wattage and color temperatures match</li> <li><input type="checkbox"/> <b>Doorknobs, handles and pulls</b> - Clean and polish</li> <li><input type="checkbox"/> <b>Closets</b> - Clean or paint interior</li> <li><input type="checkbox"/> <b>Kitchen</b> - Clean and polish cupboards - inside and out.</li> <li><input type="checkbox"/> <b>Kitchen</b> - Clean and deodorize vents and exhaust hoods</li> <li><input type="checkbox"/> <b>Kitchen</b> - Clean appliances thoroughly inside and out.</li> <li><input type="checkbox"/> <b>Kitchen</b> - Polish and clean sinks; remove stains</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Kitchen</b> - Clean and deodorize garbage areas</li> <li><input type="checkbox"/> <b>Kitchen</b> - Use a garbage disposal freshener</li> <li><input type="checkbox"/> <b>Kitchen</b> - Clean or paint flooring under sink</li> <li><input type="checkbox"/> <b>Bathrooms</b> - Clean and polish vanities inside and out.</li> <li><input type="checkbox"/> <b>Bathrooms</b> - Remove stains and mold from sinks, tubs and showers</li> <li><input type="checkbox"/> <b>Bathrooms</b> - Clean grout</li> <li><input type="checkbox"/> <b>Bathrooms</b> - Polish mirrors and chrome to a sparkle</li> <li><input type="checkbox"/> <b>Garage, Attic</b> - Sweep or vacuum floors and ceilings</li> <li><input type="checkbox"/> <b>Garage, Attic</b> - Wipe down furnace, water heaters, washer and dryer</li> <li><input type="checkbox"/> <b>Clean A/C vents and replace filters</b></li> <li><input type="checkbox"/> <b>Pet areas</b> - Clean and deodorize</li> <li><input type="checkbox"/> <b>Odors</b> - Scrub all hard surfaces</li> <li><input type="checkbox"/> <b>Odors</b> - Use an odor neutralizer on upholstery, carpeting and draperies</li> </ul> |
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## REPAIR

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- ☐ **Plumbing** - Repair leaks and make all repairs
- ☐ **Mechanical systems** - Have inspected and certified
- ☐ **Appliances** - Check bulbs; replace broken parts
- ☐ **Walls & ceilings** - Patch cracks; paint as needed
- ☐ **Windows** - Replace cracked glass
- ☐ **Grout & caulking** - Patch or replace as needed
- ☐ **Hinges & knobs** - Tighten or replace as needed
- ☐ **Flooring** - Repair or replace as needed
- ☐ **Light fixtures** - Repair, replace if dated
- ☐ **Switch plates & outlet covers** - Replace cracked or mismatched plates

## NEUTRALIZE

Create a home for any lifestyle and taste. Neutral paint, decor and carpeting help buyers mentally “move-in”, while highly personalized or dated decorating may make it difficult for a buyer to imagine their furnishings in your house.

- ☐ **Walls** - remove dated wallpaper
- ☐ **Walls** - Paint a neutral color
- ☐ **Walls** - Use the same color in rooms that flow together
- ☐ **Floors** - replace worn or dated vinyl or carpeting
- ☐ **Artwork** - remove distracting or bold posters and art
- ☐ **Family photos & collections** - remove extensive displays
- ☐ **Garage** - paint floors (grey) and walls (white)

## DYNAMIZE

Build an emotional connection by helping buyers imagine daily life in your house.

### KITCHEN - *showcase the heart of the home*

- ☐ Open a colorful cookbook on a stand
- ☐ Add a new throw rug
- ☐ Fill a decorative serving bowl with fresh fruit
- ☐ Add a blooming plant where it can catch the sunlight
- ☐ Replace worn/dated curtains with blinds or a valance
- ☐ Paint worn or dated cabinets and add new hardware

### BATHROOMS - *Create a luxurious, relaxing feeling*

- ☐ Use plush new towels (white) and rugs to soften hard surfaces
- ☐ Tri-fold towels and hang in layers on towel bars
- ☐ Stack guest or hand towels neatly on vanity
- ☐ Add a new fabric shower curtain
- ☐ Highlight tubs or vanities with colorful bath oils or salts
- ☐ Use a new bar of unscented guest soap for showings

### BEDROOMS - *Convey privacy and comfort*

- ☐ Roll back a plush comforter to show layers of blankets and sheets; top with decorative pillows
- ☐ Add modern curtains or valances to bare windows
- ☐ Add artwork for elegance
- ☐ Stack a few books on a nightstand
- ☐ Arrange toys in children's rooms to show a quiet place to play

### LIVING & FAMILY ROOMS - *Suggest comfortable family time & entertaining*

- ☐ Drape an afghan over a chair or sofa
- ☐ Add decorative pillows to sofas and chairs
- ☐ Add fresh flowers to a coffee table
- ☐ Add art pieces to a bookcase to suggest multiple uses
- ☐ Showcase a fireplace: Place unscented candles on boughs, or pots of blooming plants on the grate. Add artwork or a mirror above the mantle. Place a basket of birch logs on the hearth.

### DINING ROOMS - *Suggest comfortable family time & entertaining*

- ☐ Add a bouquet of fresh flowers
- ☐ Display a serving piece or candles on the table

### BACKYARDS, DECKS & PATIOS - *Suggest leisure activities*

- ☐ Arrange a grill and lawn furniture to suggest a barbeque
- ☐ Set out lawn game
- ☐ Group colorful pots of annuals on a deck or patio