

GETTING READY TO SELL YOUR HOME CHECKLIST

Clean & De-Clutter Improvements:

- Appliances should be cleaned - inside and out
- Clean all curtains, drapes and blinds
- Clean or purchase new front door accessories
- Clean the entryway carefully; it creates the buyers first interior impression of your home
- Clean the inside of all kitchen & bathroom cabinets; neatly organize items on shelves
- Clean windowsills
- Doors should be oiled and squeak-free
- Empty trash cans, recycling bins and ash trays
- Ensure all doors, cabinets and drawers can open completely without any blockage
- Exterminate any insect problems
- Get rid of odors (pet, food)
- Have a garage sale before the home is listed
- Hire a professional cleaning service, once every few weeks while the house is on the market
- If needed, remove clutter by renting off-site storage space
- Keep baseboards clean and dusted
- Keep bookshelves and entertainment units organized neatly
- Keep clothing hung neatly, shoes organized
- Keep screens clean and vacuumed
- Keep shower curtains fresh and free from mildew
- Keep stairways and corridors clear
- Make bathrooms sparkle; sinks, toilets and tubs should be immaculate
- Make stairwells and corridors clutter-free
- Mop and sweep all floors
- Organize closets
- Polish all interior woodwork
- Remove appliances from kitchen counters to give a look of spaciousness

Carpet & Flooring Improvements:

- If you have pets, hire a professional to deodorize carpets
- If needed, steam clean carpet thoroughly
- If needed, install new neutral-colored carpet with a thick padding so prospective buyers feel comfortable as they walk on your floors
- Make sure carpets are secure. Stretch and tack down any loose or curling carpet
- Make sure the carpets are vacuumed, free of pet hair and combed
- If you decide to replace a linoleum floor, choose a neutral color that will have wide appeal
- If your home has hardwood floors with room-size rugs, get the hardwood into its best condition with fresh non-slip floor polish or other coating to make it shimmer
- Mop and vacuum floors

- Replace worn out vent covers
- Thoroughly clean linoleum floors in kitchen and bathroom

Exterior Painting Improvements:

- Paint door and doorframe
- Paint exterior fixtures
- Paint mailbox
- Paint or clean front door and garage door
- Paint or re-stain fence if it is peeling or dirty
- Paint over any rust spots or streaks on downspouts
- Paint shutters, make sure they are hung straight
- Paint window ledges
- Polish door handles and knockers
- Remove rust from railing
- Repair any damage to chimney
- Repair holes in gutters and repair any separations from eaves
- Repair or replace shingles or tiles missing from the roof
- Sand and repaint areas with blistering or peeling paint
- Seal cracks on porch and remove any standing water if concrete. If wood, secure railings and seal or paint as necessary
- Straighten and clean antenna

Interior Painting Improvements:

- All woodwork like stairwell railings and doors should be repainted and/or stained
- Have leaks repaired & watermarks covered
- If needed, repaint faded, worn or stained interior walls
- Make sure that cracks in ceiling/walls are repaired
- The windows should be washed and stain free. The window frames should be painted if necessary and the hinges should not squeak
- Tone down bright room colors by painting them white or a neutral color

Kitchen & Bathroom Improvements:

- If the appliances are included with the sale of your home, make sure they are operating and have proper documentation such as warranties and repair information
- If there are missing or damaged tiles, have them replaced
- Re-touch or repaint kitchens and bathrooms if the color is dated or the paint quality is poor
- Make sure sinks are clean and stain-free
- Repair damaged countertops, sinks or tubs
- Make sure that there are no leaky faucets
- Re-caulk damaged caulk on shower, sinks, tub or toilet
- Clean tile grout and make stain-free

- Paint, touch-up or refinish kitchen cabinetry
- Tighten or replace loose doorknobs or cabinet pulls, sticking doors and drawers and wobbly hinges
- Replace toilet seat
- If appliances are dated or not functioning, consider replacing

Lighting Improvements:

- Repair sticky windows which do not open
- At night, turn on porch light and outdoor lighting
- Clean all switch plates
- Clean all windows, inside and out
- Clean existing shutters, blinds or drapes
- Clean skylight for leaves and other debris
- Increase the wattage of bulbs to maximum possible wattage
- Install dimming switches in common rooms such as dining rooms and living rooms to allow you to create lighting for different occasions
- Install new window treatments if those you have are damaged or dated
- Keep curtains open and use natural light as much as possible
- Make sure all outdoor lighting works
- Prune outside trees to allow natural light inside
- Turn on lights so home is well lit during showing
- Wipe all light fixtures with a rag and cleaning solution

Plumbing & Electrical Improvements:

- All drains should be clean and free flowing
- All toilets should be in good working order
- Clean up, paint or replace old plumbing fixtures in all bathrooms
- Have your well or septic inspected or repaired
- If needed, hire a plumber to replace badly rusted and corroded plumbing pipes
- Inspect, clean and change filter of furnace
- Make sure that all bathroom and kitchen faucets are in good working order
- Make sure that all smoke and burglar alarms are functional
- Remove mildew stains and repair any loose, crumbling caulk or grout around tile and tub areas
- Repair broken doorbell
- Service sprinkler system

Staging Improvements:

- Clean fireplace and prepare with logs for display
- Clean out the entry closet and put only a few hangers so that the buyer can visualize winter coats
- Consider lighting up the fireplace during the colder months
- Hang artwork on the walls
- Hang extra clean towels in the bathroom for your guests
- Have a fresh vase of flowers on the kitchen table to add appeal
- Have beds made
- If needed, put large furniture in storage
- Lock pets up away from home during showings
- Open drapes to allow light in
- Place fresh flowers, potpourri and other decorations around house (even in bathrooms)
- Remove all unnecessary articles in basement or attic
- Remove magnets and notes from refrigerator
- Remove personal possession, like photos, trophies and mementos
- Set the dining room table for a dinner party
- Stage garage - clean up oily floors, straighten tools and other equipment
- Tag or remove items not included in sale (i.e. water conditioner, chandeliers, plants, drapes)

Yard Improvements:

- Add colorful plants or flowers near front door and porch area
- Consider re-painting or re-staining a deck if the wood is worn out
- Repair damaged, rusty or bent fence; paint or stain if necessary
- If you have an awning for the patio, make sure that it is also free of debris and that there are no signs of tear or worn material. Replace if necessary
- Keep trash area clean and organized
- Keep walks, steps and driveway obstacle-free
- Mow, trim, fertilize and water lawn
- Power wash deck
- Prune trees and bushes
- Rake fallen leaves
- Remove unnecessary items such as gardening equipment
- Remove debris and personal items on deck and porch
- Remove signs such as Beware of Dog
- Remove weeds and dead or dying plants or flowers
- Replace welcome mat at the doorway
- Re-sod bare spots on lawn