



Use this handy checklist to get your home ready for sale. It is a lot, I know! There are people who can help. If you check off *everything* on the list, you **will** have a better chance of getting your asking price. You will also save yourself headaches when the buyers do inspections.

✓	Preparing Your Home for Sale
	If possible, find the home inspection report from when you purchased the home. Go through it to make sure those old items were addressed so they don't come up again.
	Locate available receipts/warranties for home improvements/upgrades such as appliances, roof, windows, foundation work, HVAC system, water heater, etc. Photocopy important receipts, because these are handy to have to go along with the Seller's Disclosure that you will need to complete.
	Have the HVAC system serviced. Be sure to keep the receipt! This should only cost about \$130. Ask the technician to <i>tell you the age of the furnace and air conditioning units</i> . (You'll need the ages of the units for the Seller's Disclosure.)
	If you have cracks in the ceiling or walls, you should repair them and touch up the paint. This is another item that scares home buyers. (Make sure the cause of the crack has been fixed!)
	If you have basement foundation cracks, consider having a professional foundation company repair them. Get a receipt. Home buyers really worry about those cracks.
	Make sure all light bulbs are operable in <i>every single fixture</i> . This is important because at inspection time, the inspector won't know if it is just a burned-out bulb or if the fixture is broken.
	How's your roof looking? This is the <i>very first</i> thing the inspectors check. Have it inspected yourself first; you may be able to have inexpensive repairs done on it.
	Box up <i>everything</i> you are not using regularly, and stack neatly in the basement or garage.
	Hold a garage sale or donate items you won't take to the new home.
	If possible, hire a professional house cleaner. They really know how to clean those details.
	Remove outdated window treatments. Leave windows bare rather than having old curtains/shades.
	Check for termite damage/tubes. If you think there is possibility of active insects, consider paying for a termite inspection, to avoid unpleasant surprises. The inspection will only cost \$85; if there are active termites, our contracts state that sellers pay for the treatment.
	Clean out the gutters, and make sure splash blocks are installed at downspouts.
	Clean all windows. (It is not that expensive to have it done.)
	Make sure <i>all</i> windows open and lock. Windows needs to <i>stay up</i> when opened.
	Check to make sure all doors lock and that you have keys for all of them.
	Do you have GFCI outlets installed in the kitchen and bathrooms where appropriate? They are not that expensive, and this is a common inspection item. Inspectors also suggest them in garages, laundry rooms, and the basement.
	Test all smoke and carbon monoxide detectors and replace batteries as needed.
	Sprinkler system—get the receipt for its last service and make sure all emitters are functional.
	Address odors: Pet areas – take care of stinky cat litter or smelly dog bed situations If you smoke inside, start doing it outside Use “cone” or spray room fresheners rather than plug ins (for safety reasons)
	Wallpaper – buyers will not share your taste in wallpaper or borders. If at all possible, have it removed.

