

Preparing for the Sale of Your Home: A Checklist

Outside

- ☐ Trim shrubs
- ☐ Mow lawn
- ☐ Weed flower beds
- ☐ Edge lawn
- ☐ Repair walk, driveway
- ☐ Repair porch, steps
- ☐ Clean porch light, lamppost
- ☐ Shovel walk, driveway in winter
- ☐ Clean siding
- ☐ Paint trim, front of house
- ☐ Paint sides, back of house
- ☐ Repair roof, gutters, downspouts
- ☐ Paint front door, mailbox
- ☐ Repair/replace storm door
- ☐ Clean/repair screens, storm windows
- ☐ Clean/paint/repair garage - dispose of what you don't intend to keep

Inside - General

- ☐ Paint where necessary
- ☐ Clean/fix windows
- ☐ Replace burned out light bulbs and brighten lighting with more powerful bulbs
- ☐ Make sure doors, windows are operating freely - lubricate with wax if necessary

- ☐ Fix squeaking floors
- ☐ Fix light switches
- ☐ Repair/repaint cracked walls, ceilings
- ☐ Fix faucet drips
- ☐ Clear clogged drains
- ☐ Clean fireplace, lay logs for fire
- ☐ Straighten all closets
- ☐ Use room deodorants to remove mustiness
- ☐ Vacuum/shampoo rugs
- ☐ Clean/polish heating elements - furnace, boiler, etc.
- ☐ Neaten up, throw away what you're not going to move

Kitchen

- ☐ Clean/paint cabinets
- ☐ Use bright curtains
- ☐ Clean ventilating hood, fan
- ☐ Repair/clean/wax floor
- ☐ Clear off counter tops to make kitchen look spacious and neat
- ☐ Make sure drawers slide smoothly
- ☐ Put appliances out of sight, stack items neatly in cabinets
- ☐ Clean/polish appliances - inside and out

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Bathroom/Powder Room

- ____ Put out fresh towels
- ____ Clean fixtures, tub, toilets
- ____ Replace toilet seat
- ____ Clean shower curtain

Bedrooms

- ____ Make beds
- ____ Pick up/put away any items on floor/dressers
- ____ Use most attractive bedspread, curtains

Living Room/Den

- ____ Plump up cushions
- ____ Stack newspapers, magazines
- ____ Clean television screen

Dining Room

- ____ Polish table, buffet, etc.
- ____ Clean glass in china cabinet
- ____ Make sure chair seats are in good shape

Laundry Area

- ____ Remove hanging clothes
- ____ Put away powders, sprays, etc.
- ____ Clean/polish washer, dryer, tub