

## THIS CHECKLIST WILL HELP YOU GET YOUR PROPERTY READY TO SELL

<b>EXTERIOR: REPLACE, REPAIR, AND CLEAN</b>	<b>ALL ROOMS clean especially around:</b>
<input type="checkbox"/> FRONT DOOR	<input type="checkbox"/> DOORS
<input type="checkbox"/> WINDOWS, FRAMES, AND SCREENS	<input type="checkbox"/> WINDOWS
<input type="checkbox"/> GATES / FENCES	<input type="checkbox"/> LIGHT SWITCHES
<input type="checkbox"/> TRIM, SIDING, AND SHUTTERS	<input type="checkbox"/> BASEBOARDS
<input type="checkbox"/> RAIN GUTTERS	<input type="checkbox"/> DRAPES / BLINDS
<input type="checkbox"/> POOL/SPA AREA	<input type="checkbox"/> CEILING FANS & LIGHT FIXTURES
<input type="checkbox"/> OUTDOOR TRASH AREA	<input type="checkbox"/> REPLACE BURNED OUT/MISMATCHED LIGHT BULBS
<input type="checkbox"/> OUTDOOR LIGHTING	<input type="checkbox"/> CLEAR COBWEBS IN CORNERS AND BEHINDS FURNITURE
<input type="checkbox"/> FIX LEAKY FAUCETS	<input type="checkbox"/> REPLACE WORN / BROKEN FLOORING
<input type="checkbox"/> HAUL AWAY ANY TRASH LAYING AROUND	<input type="checkbox"/> EMPTY WASTEBASKETS
<input type="checkbox"/> DISPOSE OF PET DROPPINGS	<input type="checkbox"/> CLEAR OFF DESKS AND NIGHTSTANDS
<input type="checkbox"/> OIL STAINS ON DRIVEWAY	<input type="checkbox"/> REMOVE DARK CURTAINS & SCREENS
	<input type="checkbox"/> BOX UP ALL ITEMS NOT BEING USED
<b>LANDSCAPING</b>	<b>KITCHEN</b>
<input type="checkbox"/> MOW/EDGE LAWN	<input type="checkbox"/> KEEP DISHES AND FOOD OUT OF SIGHT
<input type="checkbox"/> SEED BARE SPOTS IN LAWN	<input type="checkbox"/> CLEAN APPLIANCES TOP TO BOTTOM
<input type="checkbox"/> REMOVE/REPLACE DEAD PLANTS	<input type="checkbox"/> CLEAN RANGE HOOD
<input type="checkbox"/> WEED FLOWERBED	<input type="checkbox"/> KEEP FLOORS CLEAN
<input type="checkbox"/> PLANT FRESH FLOWERS	<input type="checkbox"/> CLEAN LIGHT FIXTURES/ FANS
<input type="checkbox"/> REPLACE ANY BROKEN STEPPING STONES	<input type="checkbox"/> ELIMINATE COOKING ODORS
<input type="checkbox"/> TEST/ADJUST SPRINKLERS	<input type="checkbox"/> DEODORIZE GARBAGE DISPOSAL AND FRIDGE
<input type="checkbox"/> CLEAN UP FOUNTAINS	<input type="checkbox"/> CLEAN DISHWASHER
<input type="checkbox"/> CLEAN UP PLANTERS	<input type="checkbox"/> REPAIR FAUCETS
<b>GARAGE/CARPORT/SHEDS</b>	<input type="checkbox"/> ORGANIZE CUPBOARDS
<input type="checkbox"/> KEEP AREA CLEAN/UNCLUTTERED	<input type="checkbox"/> CLEAN UNDER SINK

<input type="checkbox"/>	CLEAR AWAY COBWEBS	
<input type="checkbox"/>	REMOVE OIL STAINS	<b>BATHROOMS</b>
<input type="checkbox"/>	ADJUST /REPAIR GARAGE DOOR	<input type="checkbox"/> SHINE MIRRORS
<input type="checkbox"/>	PAINT IF NEEDED	<input type="checkbox"/> EMPTY WASTEBASKETS
<input type="checkbox"/>	STORE EXTRA FURNITURE/BOXES FROM HOUSE	<input type="checkbox"/> CLEAN OUT CABINETS AND REMOVE ALL NON-ESSENTIALS
		<input type="checkbox"/> KEEP FRESH CLEAN TOWELS ON TOWELS RACK
	<b>LAUNDRY</b>	<input type="checkbox"/> CLEAN SHOWER DOOR/ CURTAIN
<input type="checkbox"/>	REMOVE CLOTHING AND CLUTTER	<input type="checkbox"/> REMOVE SOAP RESIDUE, MILDEW, AND MOLD
<input type="checkbox"/>	REMOVE STORED ITEMS	<input type="checkbox"/> CLEAN GROUT
<input type="checkbox"/>	WIPE DOWN WASHER AND DRYER	<input type="checkbox"/> RE-CAULK WHERE NEEDED
<input type="checkbox"/>	CLEAN DRYER VENT	<input type="checkbox"/> CLEAN EXHAUST FAN
	<b>HEATING AND A/C UNIT</b>	<b>CLOSETS</b>
<input type="checkbox"/>	REPLACE FILTERS	<input type="checkbox"/> KEEP CLEAN AND FREE OF CLUTTER
<input type="checkbox"/>	CLEAN/PAINT VENTS	<input type="checkbox"/> ADJUST/REPAIR DOORS
<input type="checkbox"/>	SERVICE IF NEEDED	<input type="checkbox"/> PAINT IF NEEDED
	<b>BEFORE SHOWINGS</b>	
<input type="checkbox"/>	<i>PICK-UP ANYTHING LAYING AROUND</i>	<input type="checkbox"/> <i>TIDDY UP BATHROOMS</i>
<input type="checkbox"/>	<i>CLEAN UP DISHES</i>	<input type="checkbox"/> <i>CLEAN FLOORS</i>
<input type="checkbox"/>	<i>MAKE BEDS</i>	<input type="checkbox"/> <i>TURN ACCENT LIGHT ON</i>

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