

INTERIOR

CLEAN

- Launder curtains
 - Interior doors
 - Deep clean bathrooms
 - Deep clean kitchen
 - Wash baseboards
 - Launder all sheets & bed linens
 - Dust art & shelving
 - Wash window ledges
 - Dust all lighting
 - Have carpets professionally cleaned
 - Dust/wash all vent covers/air returns
 - Wash all windows inside/out
 - Doorknobs
 - Switch plates
-

TASKS

- Make sure all bulbs work and replace where needed - use same color
 - Replace air filters
 - Remove large family portraits on walls
 - Lamps will help a room feel cozier! Turn them all on before every showing.
 - If there is a dark corner or long hall, a mirror hung will help bounce light around.
-

DECLUTTER

- All bookcases. Eliminate small knick-knacks and focus on larger decor pieces/books.
- Organize and declutter pantry and fridge/freezer. Toss old food.
- Clothes closets. Remove clothing that no longer fits or is worn out. Donate them. If closets still look overstuffed, pack away seasonal clothes in storage bins so they appear more spacious.

INTERIOR

DECLUTTER

- Wee out any unnecessary items in the coat closet.
- Declutter storage areas and closet. Make sure there's nothing left on the floor.
- Furnace room
- Linen closet
- Playroom. Pack away large toys normally left out. Bag up stuffed animals and toys that don't fit in designated storage system.
- Surfaces, such as counters, dressers.
- All floor space- no excessive baskets, toys, books, hampers or clutter

PATCH/PAINT CAULK

- If there are any cracks in the baseboards, re-caulk and touch up paint (fresh baseboards make everything look cleaner)
- Remove any spare nails/screws in walls, patch and paint
- Re-caulk counters if needed
- Touch up interior doors and ceiling paint

EXTERIOR

BASEMENT

- Clean out window wells
- Wash window and screens
- Pressure wash deck/patio
- Pressure wash garage
- Lay a fresh doormat
- Weed garden beds
- Lay fresh mulch in garden beds
- Fresh flowers for planters
- Shovel sidewalks and decks