

PRE-LISTING CHECKLIST

"You never get a second chance to make a first impression." - Will Rogers



Depersonalize & Declutter

By reducing your visual "footprint", you can inspire your buyers without making them feel like they're snooping around somebody else's home. Pack away anything that is crowding your home and that you don't use on a daily basis.

Needs Attention

Good Condition



Maintenance on Warranty Items

Address issues that could show up on an inspection report, items such as servicing the HVAC & changing the air filter, fixing leaky faucets, ensuring windows & doors open & lock properly, updating GFI switches. Certain items are warranted in the contract and a property inspection will reveal their true condition.

Needs Attention

Good Condition



Curb Appeal

Buyers are more excited about touring a property that looks inviting from the outside. Hint: Paint the front door a new color, freshen beds with new mulch or straw, trim trees and shrubs, add color with annuals or other seasonal plants. Take note of any loose or broken fence boards & repair them.

Needs Attention

Good Condition



New Paint

Most buyers are looking for a move-in ready property. Fresh paint gives a great first impression, makes the home look well maintained, presents well for online pictures, brightens up the feel of the home, and helps facilitate decluttering the property.

Needs Attention

Good Condition



Calculate a Cost-to-Own

A 'Cost-to-Own' provides buyers with an estimated annual cost of owning your property. We'll ask you for the past 12 months of utilities, taxes, insurance & HOA related fees. Our prepared form is given exclusively to buyers making an offer on your property.

Needs Attention

Completed



Collect Important Documents

Some documents may need to be provided as part of the sale of your property. These can include a boundary survey if available; current HOA budget & special assessments if applicable; warranties for repairs made on the property or warranties on appliances.

Needs Attention

Completed



Prepare a List of Exclusions

When offering a furnished property, determine ahead of time what items you will be taking with you. An exclusion might be include artwork, lamps, pillows or bedding. If you want to take it with you, it must be noted in an exclusion clause & disclosed to buyers before making an offer.

Needs Attention

Completed



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