

My Agent: _____
Phone: _____
E-mail: _____

Home Seller's Checklist

Selling your home can be a daunting task, but that's why Realty One is here to help! Use this checklist as guide to help you prepare for the process of selling your home.

- Choose a **REALTY ONE** real estate agent to work with and make a listing appointment. Your agent will tour your home, discuss the property with you, and prepare and present you with a property value assessment that will help you decide what to list your home for.

- Gather documentation. Anything you have that will need to be transferred to the new owner or that will help you market your home, including: title/deed, HOA / POA regulations, floorplans, renovation reports and documentation, building permits for any home additions, and home warranty. Your Realty One agent can assist you in locating some of these documents. Other: _____

- Make any necessary small repairs and/or changes to the home to prepare it for listing. Needed repairs: _____ Other: _____

- Maintain the interior and exterior appearance so that your home is always ready for buyer showings! If you have pets, make sure to discuss a plan with your real estate agent for keeping them safe and out from underfoot while your home is being shown.

- Negotiate with buyer offers. Your real estate agent will assist you with the entire negotiation process.

- Make reasonable repairs during due diligence as requested based on the buyer's home inspections: _____

- Review closing costs with your real estate agent.

- Attend closing. Congratulations! You have sold your home!

Important Dates:

Due diligence period: _____

Buyer inspections: _____

Repairs: _____

Other: _____

CLOSING: _____

Notes:
