

# Seller Checklist

A 6-Month Guide to Prepping Your Home for Sale





# Preparing Your Home for Sale

6 Months Out.....	3
5 Months Out.....	4
4 Months Out.....	5
3 Months Out.....	6
2 Months Out.....	7
1 Months Out.....	8
2 Weeks Out.....	9
1 Week Out.....	10
Day of Photography, Day of Listing, & Before Every Showing.....	11
Schedule Overview .....	12
Other Lists.....	13

It can be so stressful to get your home ready for sale—even in a competitive seller’s market. I know: I just sold our family home in Fairfax!

That experience reminded me just how emotional and taxing the process can be. The list of To Dos you have to tackle as you close in on listing day can be quite overwhelming—no matter how organized and determined you might be.

So, as part of my commitment to help local families reduce the stress associated with leaving their homes and moving elsewhere, I decided to collect and share this simple checklist of all the tasks you need to accomplish before putting your home on the market.

To make your job a little easier to accomplish, I have divided the list into things you can tackle first without wasting time or effort vs. the jobs that should wait until just before listing day. This not only helps you prioritize what to do next, it will also help you present your home at its best, which is key to selling faster and for more.

I do hope you find this list helpful. Please let me know if I missed a To Do or if you would change the order. And, if you need anything—advice, a referral for a reputable tradesperson, or just a cup of coffee with someone who has “been there, done that,” please do give me a call. I’m happy to help—in any way I can.

Good luck!

Danielle Wateridge  
Not just an agent.  
Your real estate advisor. For life.



# 6 Months Out



## Ready. Set. Plan.

When it's time to sell your home, start with the big picture. This is a great time to get yourself organized. Make that your focus of the first 30 days. Contact an agent and get professional advice on what upgrades are necessary and will provide the best ROI. Take an hour and walk through your houses room by room. Make a list of any major and minor repairs that you've put off and get contractor recommendations from your agent. How you sell a home is different than how you live in it. Be open minded and look at your home as a potential buyer.

### Interior

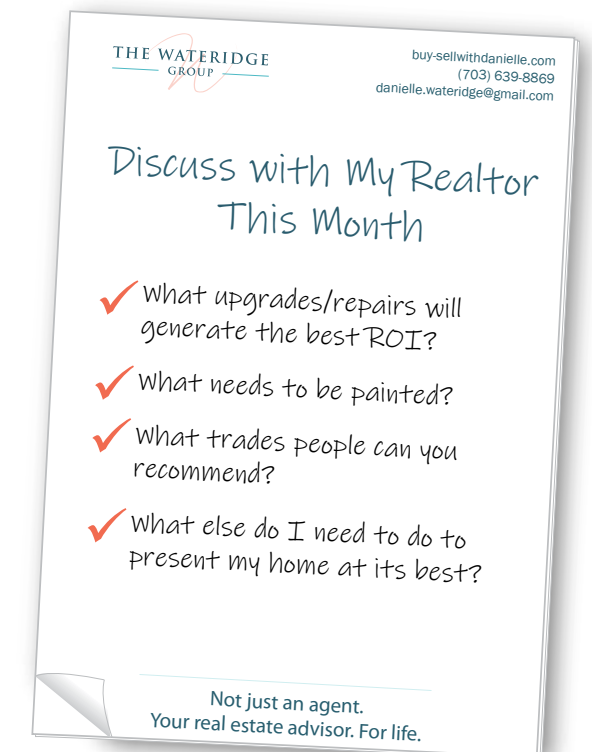
- Declutter: make a list of anything in the house that can be sold or given away. Save this list for next month
- Collect and organize all maintenance documentation
- Painting: Decide on a game plan with your agent of what needs to be re-painted or touched up. Don't forget the ceilings and baseboards!
- Major/Minor Repair & Upgrade List: compile a list of items to address after your room-by-room walk through. Save for next month

### Kitchen

- If appliances are on the upgrades list, determine what sales will be held in next 2 to 4 months

### General

- Pest Control: schedule quarterly pest control treatments, if you aren't already
- Complete lists
- Donations: decide on organizations of choice for donations and look up their locations and times for drop off/pick up





# 5 Months Out



## General

- Schedule any overdue inspections and add any items to the Repairs and Upgrades lists you created last month
- Contact contractors to get quotes on necessary Repairs and Upgrades—Make decisions
- Schedule weather-sensitive work
- Major/Minor Repairs: Contact contractors to get quotes on items identified in your list from Month 6 and make decisions on who you are using to do the work.
- De-cluttering Interior: Take your list from Month 6 and schedule initial donation or sale.

## Exterior

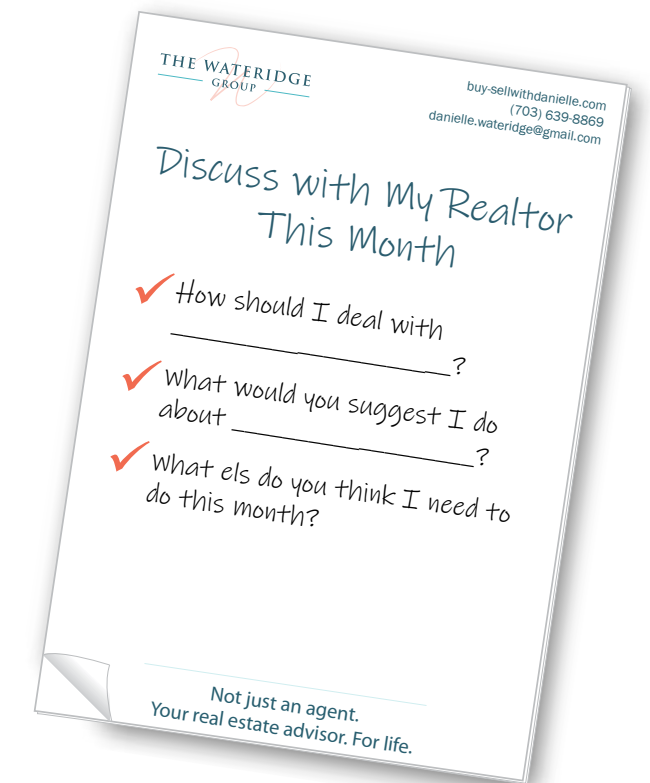
- Schedule yard seeding at least 3 months ahead of listing. Plan ahead depending on weather!

## Garage

- Do an inventory of what's in the garage. Make a "Garage Sale/ Donation List"

## Time to Roll Up Those Sleeves

Now that you have organized your plan, it's time to start tackling some of the tasks that can be done early.





# 4 Months Out



## General

- Major/Minor Repairs: Schedule all repairs and upgrades to be completed within the next 60 days
- Decluttering Interior: Make Round #2 list of anything in the house that can be given away or sold. (Don't forget the garage, the attic, or under the stairs)
- Schedule donation drop off or pick up for everything from Garage Sale/Donation List from Month 5 and De-Cluttering List Round #2 above

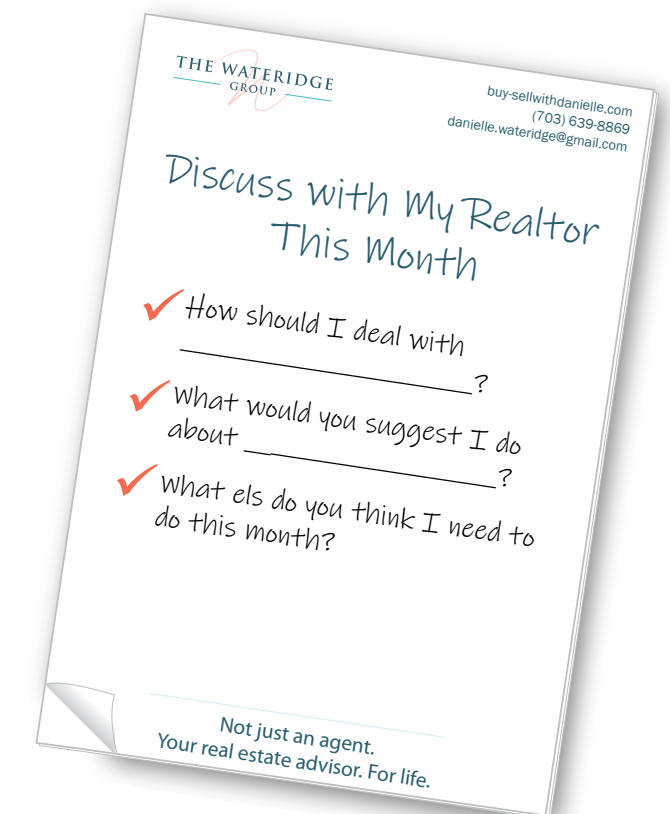
## Exterior

- Organize the shed
- Conduct an inspection for wood rot. Add to the Repairs list if necessary



## Get the Contractors Scheduled

This month is all about making sure that you select reliable and qualified contractors to get the job done! Make sure you set firm deadlines with everyone assisting you in preparing for your listing day.





# 3 Months Out



## You're Halfway There!

The major work on your infrastructure should be wrapping up this month. Now it's time to really look at your house through the eyes of the buyer. The focus is on removing unnecessary items and organizing the rest.

### General

- HOA: Remedy any known violations. Contact the HOA to schedule a new inspection to determine if any other violations exist.
- Major/Minor Repairs: Manage all the repair/upgrade work scheduled for this month
- Painting: schedule any professional work for next month
- Make a list of all items that will convey with the property (furniture, yard/pool equipment, TV mounts, etc.) Provide list to your agent
- Schedule an onsite visit with your Realtor and discuss the items on the list below

### Exterior

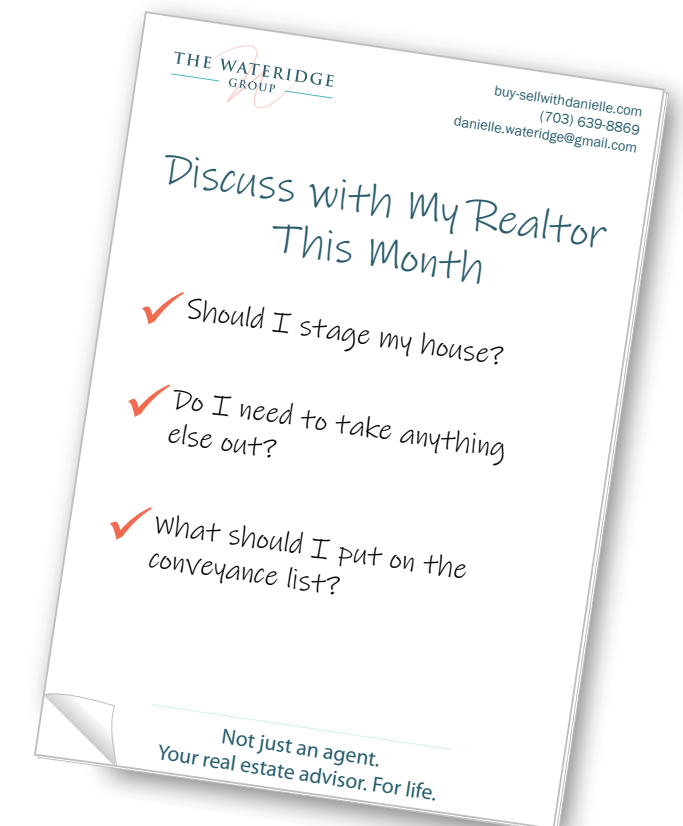
- Map out locations for new flowers or plants, including container plants

### Garage

- Consider adding shelving or crates to organize remaining items

### Laundry Room

- Declutter and organize this oft-forgotten room



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# 2 Months Out



## General

- HOA: Remedy any violations discovered in last month's inspection. Request a new letter from your HOA showing no violations now exist and provide to your agent
- Painting: complete all painting from Month 6 list. Keep track of all colors and stain for future touch-ups
- Reduce visibility of cords
- De-Cluttering Interior: Rent storage unit, if applicable. Begin moving unwanted items in
- Schedule onsite visit with your Realtor and discuss the items on the list below

## Exterior

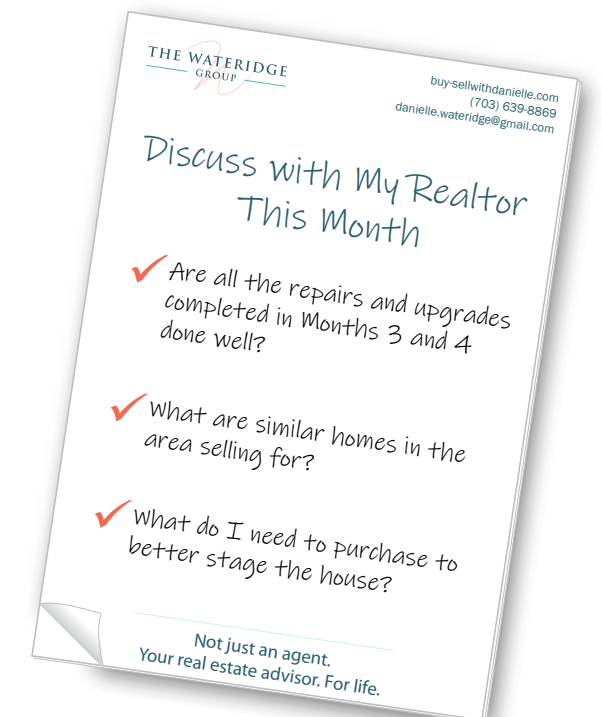
- Curb Appeal: make sure you have all gardening/lawn supplies necessary for weeding, mulching, pruning and power washing. If hiring out, schedule work for next month
- Seal driveway
- Stain deck
- Repair damaged window screens
- Schedule termite inspection

## Bedrooms

- Remove everything from under beds (unless hidden by dust ruffle)
- Pack/store all off-season clothes
- Organize closets

## Enhance Your Curb Appeal—Inside and Out!

This month is all about managing that first impression. You want potential buyers to feel your home is welcoming, inviting, and beautiful. Make your visitors want to make your house their home.





# 1 Month Out



## Take Care of the Details

Buyers need a reason to add your house to their short list. Take care of the little things that could tip the balance in your favor. From weeding to buying new shower curtains, make sure buyers find your home “move-in ready.”

### General

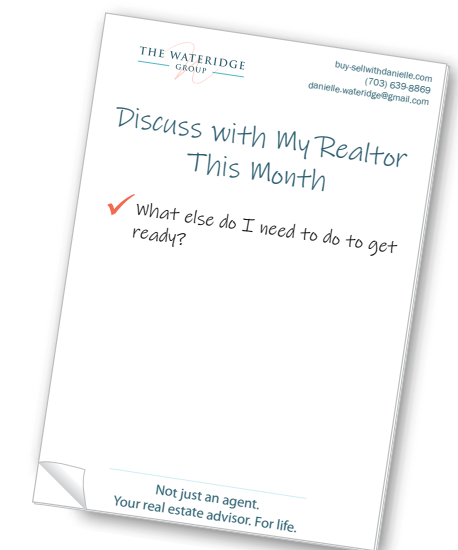
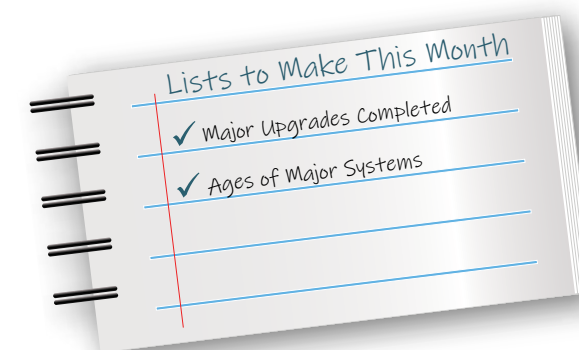
- De-Cluttering Interior: finish moving all items into storage unit
- Schedule carpet cleaning
- Create list of all major upgrades and provide to your Realtor
- Make list of ages of all major systems and provide to your Realtor
- Finish gathering all maintenance documentation started in Month 6. Add in any work done in the last few months
- Store all extra keys and garage door openers in a storage bag in the kitchen
- Make extra keys for your Realtor
- Schedule a discussion with your Realtor

### Exterior

- Purchase flowers and other plants that need to be planted
- Trim any trees/bushes
- Paint front door (use an HOA approved color)
- Hang wreath or welcome sign on front door
- Plant, weed, mulch, prune
- Play up outdoor spaces by buying throw pillows, cushions, and other décor items
- Power wash
- Collect leaves

### Garage

- Inventory all light bulbs and stock extras
- Buy new shower curtains as needed





# 2 Weeks Out



## Get Ready for Your Glamour Shots

Every agent will tell you that it's all about the photos—and the videos you post with your listing. Now is the time to make sure your house is ready for its photo shoot. You can't under-estimate the value of a creative photographer in showing your house at its best.

### General

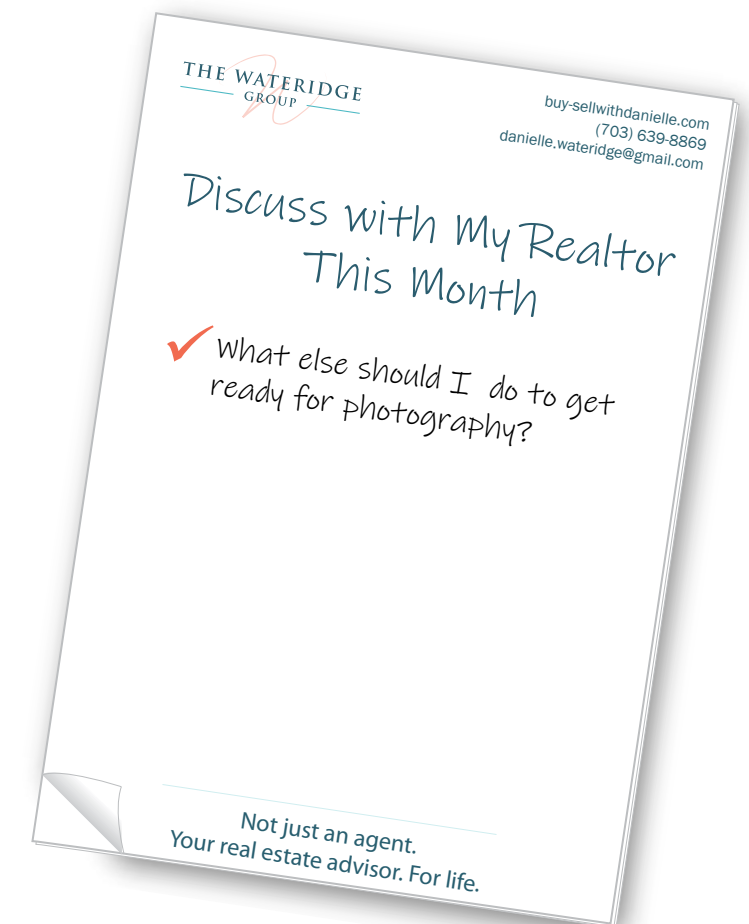
- Schedule deep cleaning for the day before photography (include baseboards, blinds, oven, and refrigerator)
- Schedule pet care for the weekend your house goes on the market
- Schedule an onsite visit with your Realtor

### Exterior

- Continue weeding and pruning
- Collect leaves
- Add potted plants and hanging baskets to the outdoor space

### Bathrooms

- Put out fresh, matching towel sets





# 1 Week Out



## 7 Days to Go!

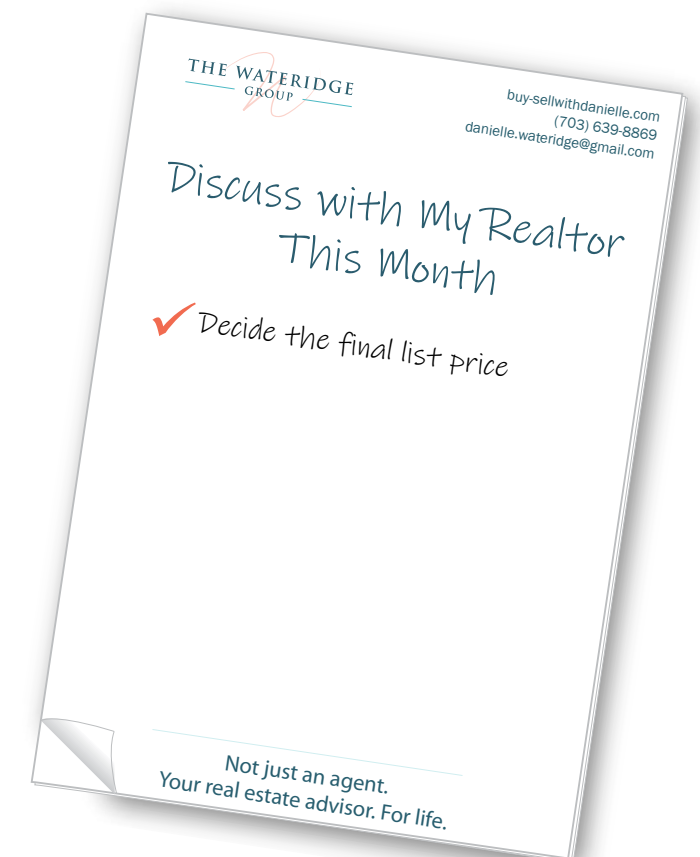
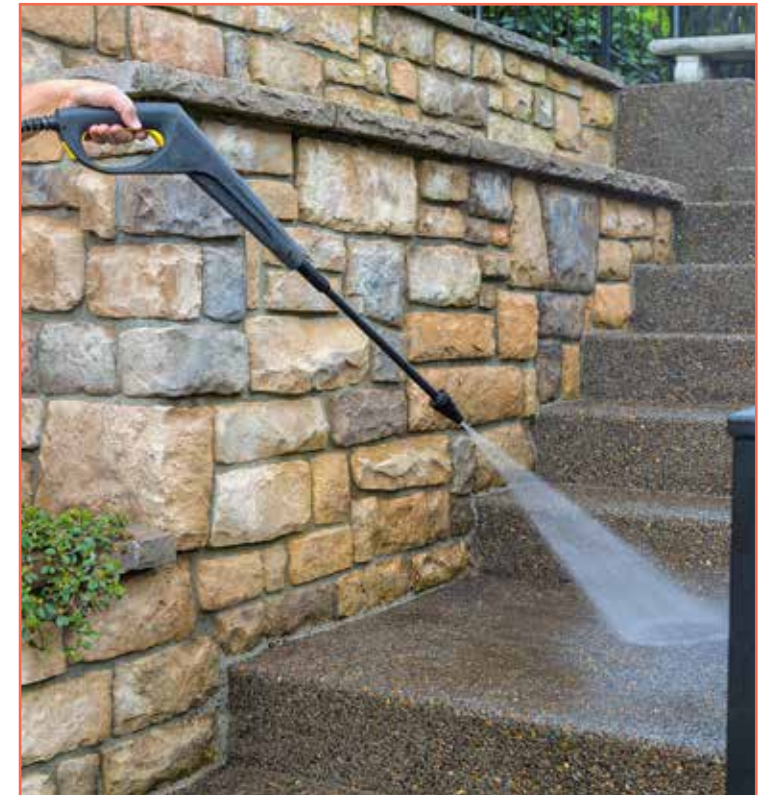
Are you getting excited? Your listing day is only a week away. So, don't let up now. You are almost at the finish line. Take a deep breath. Maybe go out for dinner or a movie. And then dive back in. You can do this!

### General

- Make sure all light bulbs are working

### Exterior

- Continue weeding and pruning
- Power wash (again)
- Clean out gutters
- Hide garbage cans
- Remove all pool toys and visible cleaning supplies
- Wash all windows, inside and out





# Listing Day!



## General

- Vacuum all carpets (bonus points for patterned lines!)
- Turn on all lights
- Open all window blinds
- Straighten books on bookshelves
- Plump all throw pillows
- Remove all pet toys, water bowls and pet supplies
- Remove baby gates
- Hide all cords
- Remove scuff marks on all walls with Magic Eraser
- Play coffee house music

## Exterior

- Clean walkways of leaves, debris
- Hide garbage cans
- Continue weeding and pruning
- Raise patio umbrellas

## Kitchen

- Clean all stainless steel appliances
- Clean all counters
- Remove all dirty dishes from the sink
- Remove all magnets from the refrigerator
- Put out fresh flowers

## Bedrooms

- Make all beds
- Clear off all but lamps on bedside tables

## Bathrooms

- Clean all counters
- Fold all towels
- Hide all bath products
- Put all seats down on toilets
- Empty all trash cans

## You Made It!

*Your house is listed! People will be calling your Realtor to make appointments to see the house. You need to be ready to leave at a moment's notice, but your work is still not quite done. Make sure you take care of your "Day of" list before you head out the door. (This is also a great list to check off just before your photographer comes in to capture your home's character—and every time you have a showing!)*



# Schedule Overview

Month 6		Month 5	
Week 1		Week 1	
Week 2		Week 2	
Week 3		Week 3	
Week 4		Week 4	

Month 4		Month 3	
Week 1		Week 1	
Week 2		Week 2	
Week 3		Week 3	
Week 4		Week 4	

Month 2		Month 1	
Week 1		Week 1	
Week 2		Week 2	
Week 3		Week 3	
Week 4		Week 4	

# Your Checklists

## Painting Game Plan

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## Major/Minor Repair & Upgrade List

### Major

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### Minor

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## Conveyances List

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