



Prepared by
Janet H. Ridder, ABR, CRS
Associate Broker

Seller's Checklist

Exterior

- Repair torn screens.
- Replace cracked or broken windows.
- Caulk and reglaze windows if needed.
- Clean windows.
- Paint or touch up peeled areas on trim.
- Repair or replace loose gutters.
- Tuck-point loose brick using ready-mix mortar.
- Repair broken or loose steps.
- Sand and paint rusting porch railings.
- Repair or replace deteriorating wood.
- Scrape and paint wood siding with loose or peeling paint.
- Clean and/or paint severely chalking aluminum siding.
- Repair cracks in cement sidewalks and driveways using Genstar or Quikrete. Chipped or scaly concrete surfaces can be repaired using latex cement.
- Asphalt driveway cracks can be filled with driveway sealer mixed with sand.
- Depressions in blacktop can be repaired with the commercial products used by road crews.
- Paint or refinish the front door if necessary. The door is the first impression!
- Fix broken doorbells
- Plant flowers.
- Trim bushes.
- Mow and edge lawn weekly.
- Remove dead bushes and trees.
- Remove snow and ice from walks and driveways.
- Make sure fences and outbuildings are in good repair.
- If you don't want to replace a roof that needs help, be prepared for the buyers to ask for concessions.
- Cut overhanging branches that may damage roof.

Garage

- Rusted overhead doors often can be repaired by applying Duro's Extend. Holes can be patched with a car fender repair kit such as Bondo. Make sure the overhead door operates properly and make any repairs needed. Fix any holes in the rear wall caused by car bumpers.
- Have a garage sale or donate unused items BEFORE the house is shown. The garage and house will look more spacious.
- Remove oil spots on floor.
- A fresh coat of paint on finished garages adds to curb appeal.

Interior in General

- Wash windows and open draperies to show view and make room look bigger.
- Prepare a list for buyers of workmen that have done work on the house.
- Clean and dust all rooms.
- If repainting is necessary, use light, neutral colors.
- If necessary, wash walls and ceilings using 2 tablespoons of Dirtex per gallon of warm water.
- Repair cracks in walls and ceilings.
- If wallpaper is torn or stained, remove it. Replace with neutral paint or paper.
- Repair or replace worn or ripped carpeting. Inform potential buyers of hardwood floors that aren't visible.
- Clean floors and carpeting.
- Remove pet odors or stains with Brookstone's Carpet Rescue.
- Fix dripping faucets.
- Replace burned out light bulbs.
- Polish brass.

* Based on a newspaper article by Lon Grossman, a writer for the Detroit Free Press.



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Bedrooms

- Make beds.
- Remove knickknacks and clutter.
- If closets are packed, remove as much as possible and store it off-site. Do not leave dirty clothes or other items on closet floors.
- Open windows slightly and roll shades up to make the room brighter.
- Dust around ceilings, light fixtures, and walls to remove cobwebs.
- In children's rooms, leave a few toys on the dresser and stuffed animals on the bed to give a comfortable play atmosphere.

Bathrooms

- Make sure there are no odors.
- Clean toilet bowls.
- Replace broken toilet seats.
- Clean sinks. Rust stains can be removed using Zud.
- Small chips in the bathtub or basin can be touched up with an epoxy enamel porcelain paint.
- Clean tub and shower walls of scum and soap residue with a solution of half a cup of trisodium phosphate to one gallon of warm water. Wear rubber gloves.
- Black ceramic tiles and clear shower doors will stay bright if wiped with furniture polish containing lemon oil every week or two.
- Slow-draining basins usually can be cleared by using a plunger while blocking the overflow opening with a wet cloth.
- Shower curtain and towels should be fresh.
- Wash carpets or rugs.
- Check under vanities for leaks.
- Organize toiletries.

- Keep vanity top clear except for necessary items.
- Money spent to remodel or improve bathrooms is generally recovered.

Kitchen

- Sinks should be free of cracks and stains. Wood-finished cabinets can be cleaned and renewed using a wood furniture soap such as a Murphy's Oil Soap and Weiman Panel Bright.
- Loose and broken drawers or doors should be repaired.
- If screws are stripped, put steel wool into the screw hole using a toothpick and then replace the screw.
- Small chips in appliances and sinks can be repaired using Klenk's Tub and Tile Epoxy Enamel.
- Small scratches or burn marks in plastic counter tops can be touched up with Duro Plastic Laminate Repair Kit.
- Remove dirty dishes.
- Clean oven, stove, and under the sink.
- Defrost the refrigerator.
- Clean the exhaust fan filter, ceiling fixtures, and backsplashes.
- Repair non-working appliances.
- Freshly brewed coffee with cookies or donuts for prospective purchasers makes them feel more comfortable.
- If your garbage disposal has an odor, drop ice cubes into the disposal with cold water running. Sprinkle baking soda in the drain when the ice has been ground and while the disposal and water are running.
- If your counters are loaded with gadgets, remove them to look like more space.
- Place a bowl of fruit or flowers on the kitchen table.



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Living Room, Family Room, Library

- Put away knickknacks and remove excess furniture to make the rooms seem large and sleek. Stash removed items with neighbor or relatives.
- Clean ashes from the fireplace.
- Flowers or plants, but not too many, add beauty and atmosphere.

Basement

- If the basement leaks, get estimates for repairs.
If you have the repairs done, get a transferable warranty.
If you have only a slight seepage problem, it's not a good idea to paint the basement walls before showing the house. Increasing numbers of home buyers are using professional inspection services. Freshly painted basement walls will raise a red flag to the inspector, perhaps creating the suspicion that a major problem is being concealed. Do
- not mislead purchasers regarding
- basement leaks because it could come
- back to haunt you.
- Stack unused storm windows and
- screens neatly where they can be seen by potential purchasers.
Remove junk and get the basement organized.
Take care of musty odors and pet odors.
Have the furnace cleaned.
Old paint cans should be disposed of environmentally.
Fresh paint that matches existing room decor labeled for new owner.

Attic

- Make sure light bulbs are not burned out.
- Clear away cob webs.
- Attic access should be in good repair and well lighted.
- Dispose of trash and straighten things up.