



## Home Seller Checklist

### Home's Exterior

- Ensure that the siding is in good condition.
- Ensure that the roof is in good condition.
- Clean gutters and downspouts. Ensure that all drainage is directed away from the house.
- Improve curb appeal by ensuring that the yard, trees, exterior structures are in good condition.
- Trim any overgrown shrubs or trees, especially if touching the house or overhanging the roof.
- Remove any debris from the foundation or yard.
- Consider power washing siding, driveway, or walkways.
- Verify that all railings and stairs are secure.
- Ensure that there are no leaks from the septic tank and no evidence of standing water.
- Ensure good condition of paint (no flaking or stains). Consider paint touch-ups as needed.
- Verify that structural soundness (i.e. sides of house appear straight, square windows/doors, etc.).

### Pier

- Contact local service provider to discontinue boat removal & winterization.
- Ensure that the stairs, pier, boat lift, and shoreline are in condition.

### Home's Interior

- Ensure that all utilities are on (i.e. water, electric, gas).
- Make all necessary repairs.
- Replace all burned out lightbulbs.
- Clean and dust everywhere – baseboard trim, corners of ceilings, windows, appliances, etc.
- Clean all windows to maximize the view the lake.
- Organize, declutter, depersonalize, and ensure that all parts of your home are easily accessible.
- Replace and/or repair any broken windows or screens.
- Ensure that all windows and doors function properly.
- Test all smoke detectors and carbon monoxide detectors.
- Check that the attic is in good condition (i.e. no stains, no decay, & sufficient insulation/ventilation).
- Have your carpets professionally cleaned.
- Neutralize all odors and smells.



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### Home's Interior

- Ensure that all stairs and handrails are in good condition.
- Verify that the automatic garage door works properly.
- Have keys available to unlock all doors, garages, or exterior structures.

### Heating & Ventilation

- Clear space around your furnace, air conditioner, and water heater for inspection.
- Check that the heating, ventilation, and air conditioning (HVAC) are functioning properly.
- Replace the air filter on your HVAC.
- Ensure that visible insulation is adequate and properly installed.
- Clean fireplace. Check doors and flue as well.
- Ensure that air ducts are in good condition.

### Plumbing

- Check the condition of the water heater and water pump.
- Check water pressure and ensure that it is sufficient.
- Evaluate all visible pipes to ensure no damage, leaks, etc.
- Test everything – flush the toilet, run the sink, drain the tub, etc.
- Verify that home is free of plumbing issues/leaks.
- Verify that the well water test is acceptable.

### Electrical

- Ensure that the electrical panel is clearly labeled.
- Verify that all lights and switches operate properly.
- Verify that all fans, especially the kitchen exhaust fan, is working properly.
- Check that the dishwasher and all included appliances are working properly.
- Ensure adequate number of electrical outlets in each room.