



SELLER'S CHECKLIST

We have designed this packet to respect your time, make our initial consultation as effective as possible, and learn as much as possible about your home to present it to the marketplace as effectively as possible. Please take a moment to review and complete as much as is applicable.

Please have the following items ready at your consultation:

1. Two copies of your front door KEY. If there are doors with different keys that a buyer will want to open (e.g., storage shed), please include copies of those keys.
2. A copy of your FLOOR PLAN, if available.
3. A completed copy of your SELLER'S DISCLOSURE FORM. This form is State mandated and should be in your attachments..
4. Alarm instructions, if necessary

To assist us in our marketing of your property, please complete the following documents available in this packet:

1. Excitement List
2. Room-by-Room Marketing Example
3. Room-by-Room Marketing
4. Home Improvement and Maintenance
5. Neighborhood/Community Hotspots
6. Utility Information
7. HOA Information (if applicable)

