

TIPS TO PREPARE

YOUR PROPERTY'S CURB APPEAL

- Mow lawn, trim shrubs, weed & mulch
- Edge gardens & walkways
- Stack woodpile neatly
- Add color & plants to bare spots
- Clear/sweep walkways & driveway
- Remove outdoor furniture in bad shape
- Add a seasonal door mat & decoration
- Paint the front door & mailbox
- Touch up exterior paint
- Clean/repair patio & deck areas
- Replace old storm doors
- Repair broken windows & shutters
- Repair torn screens & frames/seams
- Repair gutters & eaves
- Check/repair doorbells & exterior lighting

THE KITCHEN & BATHROOM

- Clean appliances & verify that they work
- Deep clean floors & baseboards
- Organize all counters & cabinets (De-clutter!)
- Put all food, small appliances & toiletries away
- Remove all rust & mildew
- Clean stained sinks and shower
- Deep clean tile, fixtures, & shower door
- Repair leaky traps, toilets, & faucets
- Replace loose caulking & grout
- Check/replace lighting to be bright but soft



BE PREPARED FOR SHOWINGS

- Open all draperies, shades & turn on lights
- Pick up toys, make beds & put away clothes
- Vacuum all carpets & dust visible surfaces
- Clean/wipe kitchen & bathrooms
- Make sure trash is disposed of in bins
- Ensure pets are not home & eliminate odors



GENERAL INTERIOR HOUSE TIPS

- Add fresh paint in light/neutral colors
- Deep clean carpets
- Vacuum blinds & wash curtains
- Dust all surfaces & ceiling fans
- Wax/refinish hardwood floors
- Shine/polish/dust any brass, silver, or crystal
- Wash all windows & window sills
- Clean out & organize closets (De-clutter!)
- Remove extra furniture & worn rugs
- Stage tables, desks, & dressers
- Put out potpourri or scented oils
- Pick up papers, toys, trash, etc.
- Keep all walkways and stairways clear
- Replace/repair floor coverings
- Repair loose knobs and cracked molding
- Clean the fireplace
- Check/repair screen doors
- Repair sticky doors and drawers
- Safely store all jewelry & small valuables

THE GARAGE, ATTIC & BASEMENT

- Organize & de-clutter all areas
- Increase floor space as much as possible
- Tidy storage & work areas
- Hang up items & stage areas
- Sell, give away, or throw out unwanted items
- Make inspection access easy
- Clean any oily cement floors
- Clean/paint any concrete floors
- Provide strong overhead lighting
- Make energy-saving insulation apparent
- Clean water heaters & drain sediment
- Change furnace filter
- Check/repair air vents to working order

SELLER'S PREPARATION LIST

TO ENSURE YOUR RUHL&RUHL agent can get the ball rolling in an efficient manner, here are a few items to think about and information to gather. Your agent is prepared to answer any questions and take as much time as you need regarding these documents or processes when you meet.

1. **Questions/Concerns:** Write down any questions or concerns you have about this seller's guide, the selling process, marketing plan, or pricing strategy.
2. **Your Timeline:** Think about your ideal timeline. When would you like to move? If your house doesn't sell, do you have another plan? What is important to you during this process? What is the earliest and latest acceptable date for you to close?
3. **List of Updates:** Prepare a list of enhancements/updates you have done since you have owned the property and dates they were completed.
4. **Your Property:** What do you like about your property? If you were to stay for another 5 years, what would you like to update (if anything)?
5. **Communication:** What is your preferred method of communication? Who needs to be notified of updates during the real estate process?
6. **Loan Documents (if applicable):** Obtain a copy of any loan documents showing the lender name and address, loan number, current balance, interest rate, monthly payment, and type of loan (VA, FHA, Conventional, etc.).
7. **Homeowners' Association Information (if applicable):** The contact information for your homeowners' association, financial statement, articles of incorporation, bylaws, list of services provided, and any monthly/annual dues.
8. **Title or Abstract:** Title policy or abstract, or the location of the abstract.
9. **Recent Inspections:** All copies of any recent inspections on your property (e.g., furnace, roof, septic, radon, etc.).
10. **Survey (if applicable):** A survey of your house - usually kept with your loan closing papers.
11. **Hand-Drawn Plot (if applicable):** A hand-drawn plot showing location of house, well and septic.
12. **Septic Pumping Receipt (if applicable):** A copy of any recent service on your septic pumping (if your system was pumped within the last 12 months) or well test reports.
13. **Building Access:** Access to garage and/or any outbuildings.
14. **House Keys:** Supply two keys to your front door for the lock box and agent.

*Thank you for taking the time to get to know Ruhl&Ruhl Realtors.
We look forward to working with you!*