



My Prelisting Checklist

Before you start buying paint or booking projects, let's walk through the home and make a plan. I'll help you sort what matters, what might help, and what we can skip.

When possible, I like to plan eight to twelve weeks ahead. I start with work that takes longer to schedule, leave cleaning and styling until the heavier work is done, and keep the final week light. If your timeline is shorter, we will set the priorities together.

1 Make the plan first

- ☐ Walk through the home with me and agree on the priorities.
- ☐ Sort projects into must do, consider, and skip.
- ☐ Review cost, timing, and written bids before approving major work.
- ☐ Book longer projects and any needed specialists early.

2 Handle repairs and the exterior

- ☐ Check leaks, damaged trim, and doors, windows, and locks that need attention.
- ☐ Patch walls and touch up paint where it will help.
- ☐ Mow, trim shrubs, weed beds, and tidy the entry.
- ☐ Clean the siding, walkways, and driveway using the right method for each surface.
- ☐ Check outdoor lights, the welcome mat, and visible house numbers.

3 Clear the space

- ☐ Pack personal photos and excess decor.
- ☐ Clear counters and simplify busy surfaces.
- ☐ Organize closets, cabinets, and storage so the space is easy to see.
- ☐ Set aside items you will not need before moving.



The finishing details

Once the heavier work is done, I turn to presentation, useful records, and a showing plan that works with your life.

4 Clean and style after the big work

- ☐ Plan a deep clean, with professional help if that makes sense for you.
- ☐ Address pet odors and keep litter areas clean.
- ☐ Replace burnt out bulbs and review fixtures that need attention.
- ☐ Keep furniture arrangements simple and use fresh towels and neutral bedding.
- ☐ Skip strong air fresheners. Add a plant or flowers if they suit the space.

5 Gather the useful information

- ☐ Collect HOA documents, utility information, and transferable warranties.
- ☐ List recent upgrades, repairs, and dates, with receipts or permits when available.
- ☐ Note known property concerns so we can discuss the next steps.
- ☐ Keep account numbers, personal records, and sensitive documents private.

6 Plan for photos and showings

- ☐ Confirm the photography and staging plan with me.
- ☐ Agree on showing notice, access, and how we will handle the schedule.
- ☐ Arrange a spare key through the access plan we agree on.
- ☐ Choose where you and your pets will go during showings.
- ☐ Put away medications, valuables, and personal documents, and plan a quick daily reset.

You do not need to do every possible project. I want the preparation to make sense for your home, your budget, and your timeline.