

A modern, bright living room with light wood flooring, a grey sofa, a wooden coffee table, and a staircase with wooden steps and a glass railing. Large windows with blinds are visible in the background.

DAN COOPER GROUP

PREPARING YOUR HOME FOR MARKET: A STEP-BY-STEP CHECKLIST



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1. First Impressions Count: Exterior & Curb Appeal

- ☐ **Lawn Maintenance:** Mow the lawn, trim hedges, and remove any weeds or debris.
- ☐ **Driveway & Walkways:** Clean and repair cracks; ensure pathways are clear of clutter.
- ☐ **Front Door Refresh:** Add a fresh coat of paint if needed, and make sure the hardware is polished or replaced if worn.
- ☐ **Outdoor Lighting:** Check that all exterior lights are in working order and consider adding warm, inviting bulbs.
- ☐ **Seasonal Touches:** Use potted plants, seasonal flowers, or a simple welcome mat to create an inviting entry.

2. Declutter & Depersonalize

- ☐ **Sort & Organize:** Remove excess items and personal belongings (photos, memorabilia, etc.) to help potential buyers envision themselves in the space.
- ☐ **Store Away:** Place items you're not actively using (out-of-season clothes, bulky decorations) in storage or neatly in boxes.
- ☐ **Clear Surfaces:** Keep countertops, tables, and shelving free from excessive décor or gadgets.

3. Deep Cleaning

- ☐ **Room-by-Room Approach:** Clean from top to bottom, focusing on corners, baseboards, vents, and behind furniture.
- ☐ **Kitchens & Bathrooms:** Pay special attention to countertops, grout, faucets, and appliances.
- ☐ **Carpet & Flooring:** Consider professional carpet cleaning or refinishing hardwood floors for a polished look.
- ☐ **Windows & Mirrors:** Clean inside and out to let in as much natural light as possible and enhance the feeling of spaciousness.



4. Minor Repairs & Updates

- ☐ **Walls & Paint:** Repair nail holes or cracks, and apply a neutral coat of paint if needed.
- ☐ **Doors & Windows:** Fix any squeaky hinges or broken seals. Ensure windows open and close smoothly.
- ☐ **Fixtures & Hardware:** Update outdated lighting fixtures, switch plates, or doorknobs to modernize the home's appearance.
- ☐ **Plumbing & Electrical:** Address any leaks, drips, or faulty wiring; replace burned-out bulbs and worn-out batteries in smoke detectors.

5. Home Staging & Furniture Placement

- ☐ **Focus on Function:** Arrange furniture to show each room's purpose and maximize space.
- ☐ **Neutral Décor:** Choose soft, neutral color schemes to appeal to the widest range of buyers.
- ☐ **Strategic Accessories:** Use simple, tasteful décor (throw pillows, artwork, greenery) to add warmth.
- ☐ **Lighting:** Keep curtains and blinds open to let in natural light, and add floor/table lamps where needed to brighten dark corners.

6. Gather Important Documents

- ☐ **Warranty & Maintenance Records:** Have information on recent repairs, new appliances, or warranties readily available.
- ☐ **Inspection & Appraisal Papers:** Organize any past inspection reports or appraisals you have.
- ☐ **Utility Bills:** Gather a few months of utility statements to show prospective buyers typical costs.

7. Final Touches & Show-Ready Routine

- ☐ **Odor Control:** Keep the house smelling fresh—consider mild air fresheners or diffusers.
- ☐ **Pet Management:** Arrange for pets to be out of the house during showings, and remove pet items from view.
- ☐ **Daily Tidying:** Make beds, wipe down surfaces, and empty trash bins to maintain a presentable look.
- ☐ **Set the Atmosphere:** Turn on soft background music or place fresh flowers in the entryway for an inviting ambiance.



8. Professional Photography & Marketing

- ☐ **Schedule Photos:** Arrange professional photos once the home is fully prepped.
- ☐ **Highlight Best Features:** Make sure the photographer captures standout aspects (views, unique architecture, etc.).
- ☐ **Online Presence:** Work with your agent to craft a compelling listing description that accentuates your property's strengths.

9. Plan Ahead for Showings

- ☐ **Flexible Schedule:** Coordinate with your agent to accommodate short-notice showings.
- ☐ **Keep It Show-Ready:** Establish a quick, daily routine (fluff pillows, do a light vacuum, tidy counters) so you can leave at a moment's notice.
- ☐ **Secure Valuables:** Keep personal valuables and confidential documents stored in a safe or off-site.