

# Showing and Open House checklist™

## PREPARING FOR SHOWINGS



### MAKE A FIRST GREAT IMPRESSION

- Front door (repaint/re-stain if necessary)
- New/Clean welcome mat
- Stage the front porch or deck with furniture and/or potted plants
- Stage the back porch or deck with furniture and/or potted plants
- Trim overgrown landscape including bushes/hedges and trees
- Add fresh bark to front and backyard
- Clean windows & re-screen ripped window screens and sliding screen doors. (If necessary, re-screening is an easy DIY.)
- Re-paint with neutral colors. (If applicable—colors such as Agreeable Grey or Accessible Beige are popular neutral choices.)
- Touchup/clean marks and scuffs on walls, doors and baseboards. (Keep paint handy over the next couple of days. When you think you have finished you will find spots you missed).
- Install higher wattage incandescent light bulbs to brighten rooms.
- Re-caulk bathtubs/showers if necessary
- Keep all toilet seat lids closed
- Hang fresh towels in kitchen and baths
- Add fresh flowers and/or greenery
- Complete repair/replace list

### LESS REALLY IS MORE

- Remove personal collections
- Put away valuables and medications
- Remove excess and oversized furniture
- Depersonalize by removing personal photos throughout the house
- Remove most rugs
- Clear all small appliances from the kitchen countertops.
- Minimize most child/pet toys. This will make it easier to tidy up for showings.
- Organize cabinets under bathrooms and kitchen sinks (Buyers will peek inside!)
- Organize closets (storing out-of-season clothes makes your closet appear larger)
- Donate or purge anything you no longer need
- Store boxed-up personal items & furniture neatly in the garage or rent a storage unit if necessary
- Remove yard debris

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### NOTHING INSPIRES CLEANLINESS MORE THAN AN UNEXPECTED (OR EXPECTED) GUEST!

- Professionally clean carpets
- Tile flooring—if the grout is discolored, have it cleaned or a color seal added
- Professionally clean home or complete the following:
- Wipe down baseboards, doors and light switches
- Remove any cobwebs and clean ceiling fans
- Clean ceiling vents and replace air filters
- Clean sliding glass door tracks
- Remove/clean dead bugs out of enclosed light fixtures— exterior lights, covered can lights, chandeliers.
- Clean TV screens (use electronic cleaner, not glass cleaner)
- Clean the range hood and microwave
- Clean and organize under kitchen and bathroom sinks
- Wipe down or oil kitchen cabinets and clean knobs/pulls
- Organize kitchen pantry

### SHOWING OFF YOUR HOME & SELLER ETIQUETTE

- Turn on ALL lights
- Play music for the showings—use soft, relaxing music. Smooth jazz, classical, spa/zen; find the sound that suits your home
- Open curtains or blinds to let in natural light
- Light mildly scented candle/citrus room spray or open windows to freshen air
- Wipe down kitchen counters and remove any dirty dishes in the sink
- Vacuum and mop floors (use cleaner with a pleasing scent)
- Put all toilet seat covers down
- Empty visible or odorous trash cans
- Turn on any fountains/waterfalls/pool features
- Make sure to leave home for the showings
- Secure or remove pets
- Do a quick run through with a laundry basket and toss any misplaced items into the basket (in a pinch, put excess items in your car)



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Showing and Open House checklist™  
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