

# Seller Pre-Listing Checklist

For use in preparing your home to sell and preparing for a home inspection



## General

- \*Make sure that home is cleaned and decluttered

- \*Make sure that all utilities are turned on.

- \*Make sure that access is clear to the electrical panel, attic space, crawl space, utility room, and garage walls.

## Exterior

- \*Make sure that all water drains away from the house.

- \*Fix any loose shingles or nail pops on the roof.

- \*Check attic for any roof leaks.

- \*Clean gutters and downspouts.

- \*Check for any exterior wood rot and fix, caulk, and repaint.

- \*Check all steps for loose wood or bricks.

- \*Check all handrails for looseness.

- \*Check decks for loose or weathered boards.

- \*Check hose faucets for leaks and make sure that they are winterized in cold weather.

- \*Make sure fences are in good repair.

- \*Make sure that landscaping is in good condition and fresh looking.

- \*Make sure landscaping is not touching house and there are no dead trees/bushes.

- \*Make sure siding/brick/stone is in good condition.

- \*Make sure there are no cracks in the foundation.

- \*Make sure that retaining walls are in good condition.

- \*Make sure that walkways are smooth with no trip hazards.

- \*Make sure screens are installed and in good condition.

## Garage/Basement

- \*Check automatic reverse on garage doors.
- \*Check garage/basement foundation walls for termite tubes.
  - \*Check for evidence of pests/rodents.
  - \*Check water heater for leaks and corrosion.
- \*Check breakers for tripped, missing, or double tapped breakers.
  - \*Make sure that sump pump is working properly.
  - Make sure that HVAC units are working properly.

## Interior

- \*Check all windows to make sure that they open, close, and lock.
- \*Check all windows to make sure that they stay up on their own.
  - \*Check all windows for broken thermal seals and cracks.
- \*Check all doors (interior and exterior) for rubbing/sticking when opening and closing.
  - \*Check all outlets for loose/damaged/missing covers.
  - \*Check that all outlets work properly including GFCI outlets.
    - \*Check walls and doors for holes.
- \*Check that all ceiling fans work on all speeds without wobbling and make sure any remotes needed to operate are available.
  - \*Replace all burned out lightbulbs.
  - \*Have carpet cleaned and re-stretched if needed.
  - \*Fix any holes/nail pops in walls and ceilings.
- \*Make sure HVAC and all thermostats are working properly.
  - \*Make sure all stair and balcony railings are secure.
- \*Make sure that all fireplaces are cleaned and in good working order.
- \*Provide remotes for gas fireplaces and make sure that pilot light is lit.



\*Make sure that there are no rodents in the attic.

\*Make sure that all smoke detectors and carbon monoxide detectors operate properly.

## Kitchen and Baths and Laundry

\*Fill sink basins, drain, and check for leaks.

\*Make sure all sinks/tubs/showers drain properly.

\*Check toilets for cracks or loose/rocking toilets and tanks.

\*Check that toilets flush properly and don't keep running.

\*Make sure that showers and tubs are caulked.

\*Check for loose tiles, cracked tiles, and missing grout.

\*Check the all water supply lines can be shut off.

\*Check that all cabinets are securely hung and open and close properly.

\*Check that disposal and dishwasher are working properly with no leaks.

\*Check that all burners and elements work on stoves and ovens.

\*Make sure that the vent hood/fan works properly.

\*Make sure that the refrigerator, water dispenser, and ice maker are working properly.

\*Make sure that the microwave is working properly.

\*Check countertops and backsplashes and caulk if needed.

\*Check all faucets that to be sure that they are working properly and not leaking.

\*Check that washer and dryer work properly.

\*Check washer water lines for leaks.

\*Check that dryer vents are cleaned and vent properly to the outside of the

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