

## GET A STORAGE UNIT

## KEEP EVERYTHING CLEAN

### OUTDOORS

- Clean and revitalize front door and surrounding area
- Clean up deck/patio/porch
- Remove all outdoor trash
- Put away outdoor tools, toys and other clutter
- Make gardens look maintained and not dead
- Get a new large doormat
- Install outdoor lighting if needed
- Find a home for garbage cans
- Make garage look clean and large
- Complete all lingering outdoor repairs
- Spray off siding, and use a cleaning agent if needed
- Keep the house/driveway/walkway hosed down as needed
- Repair cracks in walkways and steps
- Clean gutters (and reroute them if they are causing a leaky basement)
- Mow your lawn and keep it weed free and green
- Trim hedges and put mulch around trees and shrubs
- Keep drive and walkways free of snow if applicable
- Arrange for these things to be done for showings if you are an absentee seller

### INDOORS - GENERAL

- Remove all dirt and grime from every part of your home
- Vacuum and dust continually
- Tackle all odors and freshen before showings with potpourri or fresh baked cookies (Avoid air fresheners, which are too strong)
- Make any needed minor repairs around the home: tighten, patch, replace, etc
- Consider putting some furniture in storage: start with large items, dated pieces, or those that lack purpose
- Arrange rooms with a clear purpose and natural flow, and maximize space
- Store any extra televisions (in kitchen or bedrooms) if possible
- Remove as many indicators of your pets as possible, and limit to one area
- Make plans for you and pets to be out of the home for showings
- Replace burned-out lightbulbs
- Assure that maximum light is coming through all your windows
- Clean windows and window treatments
- Touch up all scratches on walls and/or do fresh coats of paint where needed
- Fill nail holes or cracks

### LIVING AREAS

- Pack away all personal photos, you can replace some with more artistic photos
- Remove knickknacks and keep decor taste-neutral
- Add fresh flowers to an area
- Tidy up entertainment centers, eliminating messy cords and extra DVDs, etc.
- Clean up magazines, newspapers and mail
- Clean carpets and polish up hard floors
- Consider replacing heavily worn or damaged carpet/flooring
- Expose original hardwoods if covered by carpet
- Find a place for all toys and kids' items, and limit these to their rooms/playroom

### KITCHEN/DINING

- Scrub all kitchen surfaces
- Eliminate most countertop appliances to maximize space
- Clear fridge of magnets and papers
- Consider new kitchen hardware or faucet if room looks dated
- Hide kitchen garbage, or invest in a high quality lidded garbage can
- Clean out pantry and cabinets and arrange to maximize space
- Keep refrigerator neat and odor-free
- Tidy up drawers, and use drawer organizers if necessary
- Make the table inviting with a centerpiece, place mats or table runner
- Clean or repair any damaged or stained grout/caulk (kitchen and bathroom)

## BATHROOM

- Shine up bathrooms, remove any stains, and keep waste emptied
- Consider replacing one or two fixtures in dated bathrooms, such as faucet, sink, hardware, etc.
- De-clutter bathroom of toiletries, add plush towels and use a clean shower curtain
- Fix leaky faucets, and consider a new shower head if yours is cruddy
- Limit items in shower/tub and organize necessities in a small bin or rack
- Clean up medicine cabinet, and keep prescription drugs out of sight

## BEDROOMS

- Keep beds made, and use fresh, matching linens
- Cut down on bedside clutter
- Find a safe place for jewelry and valuables
- Make sure dirty clothing in closets is not visible (eg: in an enclosed hamper)
- Clean out closets, organizing all items and putting off-season clothing in storage
- Tidy up shoes and accessories, eliminate some and use appropriate storage
- Eliminate random items from clothing closets that don't belong there and store away
- Attack other closets, removing as much as possible and putting things in storage
- Use attractive organizing systems in closets where applicable
- Put loose items that must remain in matching solid bins
- Kids' rooms should look like kids' rooms, just keep them tidy

## OFFICE

- Tidy office desks, corralling cords and storing seldom used computer components
- Tidy CDs, software, books, etc., and put some in storage if possible
- File all papers, and keep all sensitive documents safely hidden or shred them
- Make sure an office doesn't look like a junk room -- add a seating area if needed

## LAUNDRY/BASEMENT

- Tidy up laundry area, and keep it free of dirty or drying laundry
- Resolve a wet basement, which could involve issues with windows or gutters
- If you can't resolve a wet basement problem, call an expert to address it
- Maximize light in basement with light paint, uncovered windows and extra light fixtures
- Paint the basement floor if it will help the space look cleaner and brighter

**SCHEDULE PRE-LIST CLEANING:** Call Cindy at White Tornado, 859-816-0287. *Tell her Amy B sent you!*

## OTHER

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