

## Repair & Cleaning Checklist

Following is a helpful checklist in preparing your home for sale.

### Front Door:

- Newly painted
- Hinges oiled

### Entry:

- Entry lights operating
- Floors cleaned
- Closet cleaned
- Closet light operating

### Kitchen:

- Sink free of stains
- No dripping faucets
- Appliances in good working order
- Walls, cabinets free of stains
- Countertops cleared and cleaned
- Pantry neatly arranged
- Refrigerator defrosted

### Living Room:

- Furniture positioned to show space
- Cracks in ceiling/walls repaired
- Leaks repaired & watermarks covered
- Wallpaper secured
- Woodwork repainted or washed
- Curtains/drapes/blinds cleaned
- Drapes/blinds opened
- Ca cleaned rpets

### Family Room:

- Cracks in ceiling/walls repaired
- Leaks repaired & watermarks covered
- Wallpaper secured
- Woodwork repainted or washed
- Windows washed
- Curtains/drapes/blinds cleaned
- Windows operating freely
- Drapes/blinds opened
- Carpets cleaned
- Hobby supplies put away

### Dining Room:

- Cracks in ceiling/walls repaired
- Leaks repaired & watermarks covered
- Wallpaper secured
- Woodwork repaired
- Windows washed
- Drapes/blinds open to view
- Floor waxed/refinished
- Carpets cleaned

### Bathrooms:

- Sink stains removed
- Leaky faucets repaired
- Grouting stains removed
- All joints caulked
- Missing tiles replaced
- All fixtures operating
- Floors cleaned
- New shower curtain
- All supplies stored
- Guest towel

### Windows:

- Windows washed
- Window trims painted or washed
- Windows operating freely
- Cracked windowpanes replaced

### Basement:

- Cracks in ceiling/walls repaired
- No evidence of water penetration
- Cold water pipes covered
- Sump pump installed
- Drains cleared
- Furnace cleaned
- Storage neatly arranged
- Excess storage removed
- Floor swept
- Light fixtures operating
- Handrail secure

### Exterior of House:

- Gutters recently cleaned
- Exterior lights operating
- Missing shingles replaced
- Moss removed from roof
- House recently painted

### Lawn:

- Grass mowed

### Driveway:

- Address any driveway condition issues