

A background image of a modern kitchen with white cabinetry, a large white island with a white countertop, and four gold-framed bar stools with black seats. Two large, ornate pendant lights hang from the ceiling. The floor is made of light-colored wood planks.

Home Sellers

Checklist

Provided by:

Heidi Brown



RE/MAX ESCARPMENT
REALTY INC., BROKERAGE
RESPONSIBLY OWNED & OPERATED



Home Seller Checklist

Seller(s) Name(s): _____

Property Address: _____

How would you like us to communicate with you?

☐ Phone ☐ Email ☐ Text

Who shall we notify about showing appointments?

Name: _____

Number: _____

Email: _____

Name: _____

Number: _____

Email: _____

How would you like us to confirm appointments?

☐

Leave a voicemail and/or send email and wait for your permission

☐

Automatically give permission once a phone call or email is sent.

Some Items to Have Ready

- ☐ Extra set of keys for lockbox (If applicable)
- ☐ Copy of Drivers licence for Fintrac
- ☐ Land survey (If applicable)
- ☐ Most recent property tax bill (If available)
- ☐ Receipts/warranties for recent improvements
- ☐ Photos of seasonal features (If available)
- ☐ Copies of rental contracts (If applicable)
- ☐ Copies of permits/plans for renovations

When is your ideal closing date

- ☐ Date: _____
- ☐ Days 30 60 75 90 120 (Circle one)
- ☐ Immediately
- ☐ Other: _____

A Few Key Details About Your Home

- Age of Furnace: _____
- Age of Central Air Conditioner: _____
- Age of Roof: _____
- Type of plumbing PVC ABS Steel
Other: _____
- Type of wiring Copper Aluminium Knob & Tube
Other: _____
- Capacity of electrical panel: (Circle one)
60 AMPS 100AMPS 200AMPS
Other: _____



What will be included and/or excluded in the sale of your home?

Included/Excluded (check one)	Description and/or location of item(s) in home
Chattel <input type="checkbox"/> Included Light <input type="checkbox"/> Excluded Fixtures <input type="checkbox"/> N/A	
Window Coverings <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Fridge <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Built-in Microwave <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Range Hood <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Washing Machine <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Clothes Dryer <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Freezer <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Built-in Dishwasher <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Water Softener <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Central Vacuum System <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	



What will be included and/or excluded in the sale of your home?

Included/Excluded (check one)	Description and/or location of item(s) in home
Chattel Wine/ Beverage Cooler <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Garage Door Opener & Remote <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
TV Wall Mount <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Projector & Screen <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Furnace <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Central Air Conditioner <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Humidifier <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Air Cleaner <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Hot Water Tank <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Pool/Hot Tub & Equipment <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Storage Shed <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	



Tell Us What You Love About Your Home

What are the top reasons you bought this home?

Your Top 10 Favourite Features

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



Major Upgrades, Improvements and/or Renovations

Date

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	

Any Rough-Ins Not in Use Now But Could be in the Future
(i.e. fireplace, bathroom etc.)



What part of your home do you spend most of your time and why? (Mention if it changes with seasons)

What tech do you have in your home that will appeal to buyers? (i.e. Smart locks, dimmable switches, etc.)

What do you consider the highlights of your local community? (i.e. Park, local shops, schools, etc.)

[illegible]