



HOME SELLER **CHECKLIST**



CAMILO MESA

REALTOR®

Home Seller Checklist



Seller(s) Name(s): _____

Property Address: _____

How would you like us to communicate with you? you like us to

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 <input type="checkbox"/> Excluded Light 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	
Rage 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 <input type="checkbox"/> Included Wine/ Beverage <input type="checkbox"/> Excluded Cooler <input type="checkbox"/> N/A	
Garage Door <input type="checkbox"/> Included Opener & <input type="checkbox"/> Excluded Remote <input type="checkbox"/> N/A	
TV Wall <input type="checkbox"/> Included Mount <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Projector & <input type="checkbox"/> Included Screen <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 <input type="checkbox"/> Included Conditioner <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Humidifier <input type="checkbox"/> Included <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Air <input type="checkbox"/> Included Cleaner <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Hot Water <input type="checkbox"/> Included Tank <input type="checkbox"/> Excluded <input type="checkbox"/> N/A	
Pool/Hot <input type="checkbox"/> Included Tub & <input type="checkbox"/> Excluded Equipment <input type="checkbox"/> N/A	
Storage <input type="checkbox"/> Included Shed <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.)

