



SELLER'S PROPERTY SHOWING CHECKLIST

- 🕒 Remove keys, credit cards, checks and cash*
- 🕒 Lock up anything that contains personal information, including letters and bills, ID badges, address books, and family notes and schedules on the refrigerator or a bulletin board*
- 🕒 Remove or lock up valuables such as jewelry, furs, crystal, small electronics, laptops, and valuable collectibles*
- 🕒 Remove or lock up firearms and ammunition, knives, and other weapons including knife blocks on kitchen counters*
- 🕒 Lock up prescription drugs*
- 🕒 Remove family photos, particularly of children*
- 🕒 Repair items like a loose bannister and remove obstacles that could cause a fall
- 🕒 Make arrangements to remove or secure pets during showings
- 🕒 Consider extra security or monitoring for the period that the property is on the market
- 🕒 After a showing, do a walk-through to check that doors and windows are locked, no items are missing, and nothing has been damaged
- 🕒 Do **NOT** show the home on your own if prospects or another agent comes to the door
- 🕒 Warn children not to open the door to strangers
- 🕒 Place a "Not for Rent" sign in the window of a vacant property to prevent rental fraud
- 🕒 Review homeowners insurance coverage

* *These items should be out of sight during photographing and filming for virtual tours posted on the Internet.*

