OPEN HOUSE & SHOWING
- CHECKLIST -

- [ ] ALL LIGHTS ON
- [ ] A FEW WINDOWS OPEN FOR FRESH AIR
- [ ] CURTAINS OPEN TO LET IN LIGHT
- [ ] FRESH FLOWERS ON THE TABLE
- [ ] ESSENTIAL OIL DIFFUSER ON
- [ ] DISHWASHER CLEAN AND EMPTIED OUT
- [ ] KITCHEN SINK TOWEL-DRIED, FAUCETS SPOTLESS
- [ ] GARBAGE DISPOSAL CLEAN AND ODOUR-FREE
- [ ] FRIDGE DOORS CLEAN AND FINGERPRINT-FREE
- [ ] LAUNDRY ROOM CLEAN, DIRTY LAUNDRY IN HAMPERS
- [ ] TV AND RADIO OFF
- [ ] SOFT SPA/JAZZ MUSIC IN BACKGROUND
- [ ] FEATURE SHEETS READY ON KITCHEN COUNTER TOP
- [ ] SWIFFER READY TO GO (OPEN HOUSE TOUCH-UPS)
- [ ] PETS VISITING THEIR FRIENDS
- [ ] LITTER BOXES CLEAN AND OUT OF SIGHT
- [ ] ALL OTHER PET SIGNS REMOVED
- [ ] FRONT DOOR WELCOME MAT CLEAN AND INVITING

NOTES

LISTING CHECKLIST
- EXTERIOR -

- [ ] FRONT DOOR CLEAN AND IN GOOD CONDITION
- [ ] DOOR BELL WORKS
- [ ] ALL COBWEBS REMOVED
- [ ] HOUSE NUMBER EASILY LEGIBLE FROM THE STREET
- [ ] EAVESTROUGHS AND DOWNSPOUTS CLEAN
- [ ] WINDOWS SPARKLING CLEAN
- [ ] SIDEWALKS AND DRIVEWAYS CLEAR OF SNOW/ICE
- [ ] LEAVES RAKED, DRIVEWAY AND SIDEWALKS SWEPT
- [ ] FLOWERBEDS WEEDED
- [ ] LAWN FRESHLY CUT, EDGES TRIMMED
- [ ] YARD CLEAR OF 'PET SIGNS'
- [ ] TOYS AND BIKES NEATLY ORGANIZED OR PUT AWAY
- [ ] PLANTERS FILLED WITH FRESH SEASONAL FLOWERS
- [ ] SHRUBS AND HEDGES TRIMMED, TREES PRUNED
- [ ] FENCE IN GOOD CONDITION
- [ ] DECK FRESHLY STAINED
- [ ] OUTDOOR FURNITURE CLEAN AND ORGANIZED
- [ ] BIRD FEEDERS CLEANED OUT
- [ ] GARDEN WEEDED OR TILLED
- [ ] ALL EXTERIOR LIGHT FIXTURES & POT LIGHTS WORK
- [ ] GARAGE DOOR OPENERS WORK SMOOTHLY
- [ ] GARBAGE STORED AIR-TIGHT AND OUT OF SIGHT
- [ ] ANY UNNECESSARY 'STUFF' REMOVED

NOTES

LISTING CHECKLIST
- INTERIOR -

- [ ] FRONT DOOR CLOSET ORGANIZED
- [ ] ENTRY RUG LARGE ENOUGH (VISITOR'S SHOES)
- [ ] EVERYTHING THOROUGHLY VACUUMED AND DUSTED
- [ ] LIGHT FIXTURES DUSTED AND COBWEBS REMOVED
- [ ] WINDOWS SPARKLING CLEAN
- [ ] MIRRORS CLEANED
- [ ] CURTAINS AIRED OR LAUNDERED
- [ ] BLINDS DUSTED
- [ ] FLOORS WASHED AND POLISHED
- [ ] EXCESS FURNITURE REMOVED
- [ ] VALUABLES STORED AWAY
- [ ] FRAGILE ITEMS STORED AWAY
- [ ] FIREPLACE/CHIMNEY CLEANED, LOGS NEATLY STACKED
- [ ] BOOKSHELVES ORGANIZED
- [ ] TOILETS SPARKLING CLEAN AND LIDS CLOSED
- [ ] BATHROOM CABINETS ORGANIZED AND CLEAN
- [ ] CAULKING IN GOOD CONDITION
- [ ] SINKS SPOTLESS AND FAUCETS DRIPLESS
- [ ] TRASH CONTAINERS EMPTIED
- [ ] PERSONAL ITEMS (RAZORS ETC.) STORED AWAY
- [ ] TUB AND SHOWERS SPARKLING CLEAN
- [ ] SHOWER CURTAINS CLEAN

NOTES

LISTING CHECKLIST
- INTERIOR -

- [ ] FRESH TOWELS AND BATHROOM RUGS READY
- [ ] BATHROOM FANS WORK AND DUST-FREE
- [ ] LIGHT SWITCH PLATES CLEAN
- [ ] LINEN CLOSETS ORGANIZED AND DECLUTTERED
- [ ] PANTRY ORGANIZED AND CLEAN
- [ ] FRIDGE CLEAN AND MEMORABILIA-FREE
- [ ] OVEN AND STOVE TOP SCRUBBED AND SHINY CLEAN
- [ ] BLINDS AND CURTAINS OPEN TO LET IN LIGHT
- [ ] KITCHEN CABINETS & DRAWERS CLEAN & ORGANIZED
- [ ] DOORS AND DOOR HANDLES CLEAN
- [ ] WALLS WASHED AND HOLES FILLED AND PAINTED
- [ ] ALL LIGHT BULBS WORK
- [ ] BEDS TASTEFULLY DRESSED UP
- [ ] TABLE AND FLOOR LAMPS PLUGGED IN, READY TO USE
- [ ] CARPETS AND AREA RUGS CLEANED
- [ ] DOORS AND WINDOWS OPEN AND CLOSE EASILY
- [ ] WINDOW SCREENS IN GOOD CONDITION, DUST-FREE
- [ ] PET AREAS CLEAN AND ODOUR-FREE
- [ ] EXCESS FAMILY PICTURES & DECOR REMOVED
- [ ] ALL POSTERS REMOVED FROM WALLS
- [ ] BASEMENT DAMP-FREE (DEHUMIDIFIER IF REQUIRED)
- [ ] BASEMENT STORAGE ROOMS NEATLY ORGANIZED

NOTES