

# Seller etiquette



- **Remove all personal property**, including items you're going to throw out
- **Schedule bulk trash pick up** to occur before closing day (no bulk trash at curb on closing day)
- **Vacuum and sweep floors**
- **Clean the kitchen appliances**, inside the refrigerator and stove, wipe down the counters, **scrub the sinks and showers**
- **Clean out the garage** - including toxic items and other items you're going to throw out
- **Make a list of any items pertaining to the property** - extra flooring, paint cans, roofing materials, etc. Have an inquiry sent to the buyers to see if they want to keep those items or if they'd like you to dispose of them
- **Manuals, warranties or guides** for items staying within the home should remain in the home
- **Maintenance schedule** should remain in the home
- **Yard** should be freshly mowed on closing day
- **Contact utility company** to have the utilities off/out of your name as of the day of closing
- **One front door key** should be brought to closing; all other keys should be left in the kitchen of the home



- **Be sure to leave all garage door openers and remotes** for fans/lights in the kitchen
- **If your mailbox has a key, leave the key and mailbox number** (if applicable) in the kitchen
- **If you have an assigned parking spot**, be sure to convey the spot number
- **Cancel your Homeowners Insurance** to coincide with the closing date; make sure to provide your new mailing address for your refund check
- **Update your address and forward your mail.** Leave your forwarding address with the new buyers (for mail, deliveries, etc.)
- **Consider leaving a note** with trash/recycle day. You may want to leave a congratulatory card or bottle of sparkling wine or juice



The best rule of thumb - leave a property in the condition you'd like to be greeted if you were stepping into a home you'd just purchased.