

Instructions

FOR TRANSFERRING POSSESSION TO THE BUYER

BE A POLITE SELLER!



Broom Swept

One Final Walkthrough

Per the purchase agreement you need to leave the house in 'broom swept' condition. This means ALL items...trash, wood piles, inherited items left when you bought, etc. are removed from the home, garage, yard, & outbuilding(s). Then, please do one final sweep/vacuuming of the entire house.

Leave a note for the buyer if you left the trash bin full at the curb to be picked up.

If you are ready sooner, please let us know in advance!

If you regularly have roto-rooter, sprinkler maintenance, or other yearly services- please leave a note on the counter or send us an email to pass the information along to the new owner. What would you want to know?

Keys & Utilities

Please hide one key for the buyer to find. All extra keys and garage door openers can be left on the kitchen counter.

You must keep utilities turned on and lawn + snow care must remain in effect until the day of possession transfer.

What to Leave Behind

- Shelving and TV mounts attached to the wall.
- Current/usable touch up paint
- Extra tiles/flooring that are current to the house
- Shower curtain rods and all window treatments

See back for additional items!

DON'T LEAVE...

- Old paint that is no longer useful.
- Old construction materials, boxes, chemicals, or anything else behind.
- Remove ALL ITEMS under the sink, in the garage, storage shed, or the basement.
- Any furniture, appliances or items not listed in the contract

Additional Items To Leave Behind

- All Keys to house and any extra keys to outbuildings or sheds. If there is a keypad code or Ring Doorbell, please provide instructions on how to change the code.
- 2+ garage door openers
- Manuals to appliances left on kitchen counter
- All appliances and items as specified in the purchase agreement
- Screens to windows
- Lawn mowed, leaves removed, or snow plowed/shoveled



Please Leave Us a Review!

It Really Helps Us



We want to say **THANK YOU!** once again for allowing us to help you on your recent real estate transaction. It has been such a pleasure working with you!

Our team hopes that your experience was positive. The majority of our business comes from referrals from our past clients like you. Would you please keep us in mind when you hear of friends and family considering a move?

In a technology driven world, online reviews are critical to our success.

Would you mind taking a few moments to post an online review for us?



Jodi Smith



Erin Fester

