



**GR HOME TEAM**  
BUY. SELL. MOVE HAPPY.

# SELLER HOT SHEET

IMPORTANT TASKS, DATES, AND NEEDS TO GET YOUR HOME ON THE MARKET EFFECTIVELY

## THINGS WE NEED:

- Spare front door key
- Complete copy of association documents
- Survey
- Home Info sheets and Seller Disclosure
- Trust documents
- Shed/outbuilding key
- Septic tank pump card

## RECOMMENDED REPAIRS & PREP:

- Declutter
- Professional cleaning
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## RECOMMENDED CONTRACTORS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## OFFER DEADLINE (IF ANY):

**MARKETING IS STRATEGIC. GR HOME TEAM HAS A CUSTOMIZED PLAN FOR YOU BASED ON MARKET CONDITIONS, BUYER DEMAND, YOUR GOALS, AND INVENTORY. WE WILL COMMUNICATE FREQUENTLY WITH YOU AS TO WHAT IS HAPPENING, NEXT STEPS, AND OUR RECOMMENDATIONS. REACH OUT ANYTIME!**

## PHOTO DAY:

**Be Ready!** Our photographer shoots all rooms, moves quickly and we can't move stuff from room to room. We do not photograph inside storage rooms, sheds, garage or closets.

**Be Gone!** Videos, floor plans, and fancy cameras require 360 degree photos with no movement or people or animals in sight. Many sellers find it easier to step out for 2 hours and let us take over the final prep for you.

## ACTIVATE ON THE MLS:

Our marketing coordinator will drop off marketing materials, a Property Information Binder and shoe covers and sanitizer. Please leave all items out for all showings and inspections.

Your yard sign should be installed the day prior or day of listing. Let us know if it does not arrive.

## BUYER SHOWINGS START:

Our ShowingTime app will alert you to all scheduled showings.

Plan to leave 15 minutes before scheduled showings and return 10 min after. Leave all lights on, including the porch light. All blinds/curtains should be open. Temperature should be comfortable (no colder than 66 in winter and no hotter than 75 in summer). Drive and sidewalk should be plowed/salted.