

# OPEN HOUSE PREPARATION CHECKLIST

- If possible, make arrangements to be out of the house to permit the Agent to do "their job." If you are home, don't force conversation with potential buyers. Be polite, answer questions, and point out highlights. They want to inspect your house, not make new friends.
- Protect your pets. Keep them out of the way in a restricted area or event out the house.
- Open all blinds and drapes to make the home light and cheerful
- Turn on additional lights and lamps as needed.
- Remove excess clutter from floor, tables and counter tops.
- Keep your valuables safely locked up or out of sight.
- Clean the bathrooms so they sparkle!
- Dust and vacuum the house thoroughly.
- Remove non-essential toys and equipment from yards.
- Clean your driveway and patios.
- Turn off all TVs and computers. Very soft background music may be acceptable in some cases.
- Fresh flowers in the front yard, on the porch, and in the house can create a welcoming effect.
- Light refreshments such as tea and cookies are a nice touch: fresh baked cookies or simmering cinnamon potpourri creates a pleasant aroma (r check with your Agent to see if refreshments will be provided).
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