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SELLER'S  
**Guide**  
To Real Estate



**THE STEP BY STEP PLAN  
TO SELL YOUR HOME**

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# SELLER'S Guide

## To Real Estate



### **Selling your house is a big decision!**

Perhaps even more so today, as the housing market and economy are adjusting to the ever changing circumstances around us. I want you to know that I'm here to help with that every step of the way.



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## UNDERSTANDING THE HOUSING MARKET



If you're like most homeowners that are considering selling, you probably have many questions about where the housing market currently stands - and where it may be heading.

I understand that navigating through a major life change can feel daunting. That's why I've done the "heavy lifting" for you and created this important Seller's Guide to walk you through everything you need to get a home sold in today's market. From pricing just right to get the best return, to negotiating terms, to what it looks like to show property and stay safe, to all the paperwork and processes between contract and close -- there's a lot to keep up with.

This resource guide will explain all those little things that should be considered and completed from the moment selling first crosses your mind - right through to moving day. I also want to offer you a comprehensive and proven system to market and sell your home to give you the peace of mind you need, knowing that your home and your goals are in the best possible hands.

## Real Estate Market Cycles

The real estate market is like many things in life and business — constantly changing! That's not a bad thing! What's important is to have a resource that you can trust to make sure that you've got a solid understanding of what market trends mean for you, and your buying and selling power.

There are three types of real estate markets:



### *A Seller's Market*

This happens when there are fewer houses on the market and the buyers are the ones competing for the properties. This is often when you see multiple-offer situations, and purchase price sometimes higher, even much higher than the list price. This market favors the sellers.



### *A Buyer's Market*

This happens when there is a flood of properties on the market and home sellers are the ones competing to attract the attention (and land the contract) from a much smaller pool of buyers. In this market, you'll see lower price points and terms that favor the buyers.



### *A Balanced Market*

This happens when there is a more even balance between properties for sale and buyers coming into the market. This market is the fairer and more equitable of the three, but is much less common than its two counterparts.



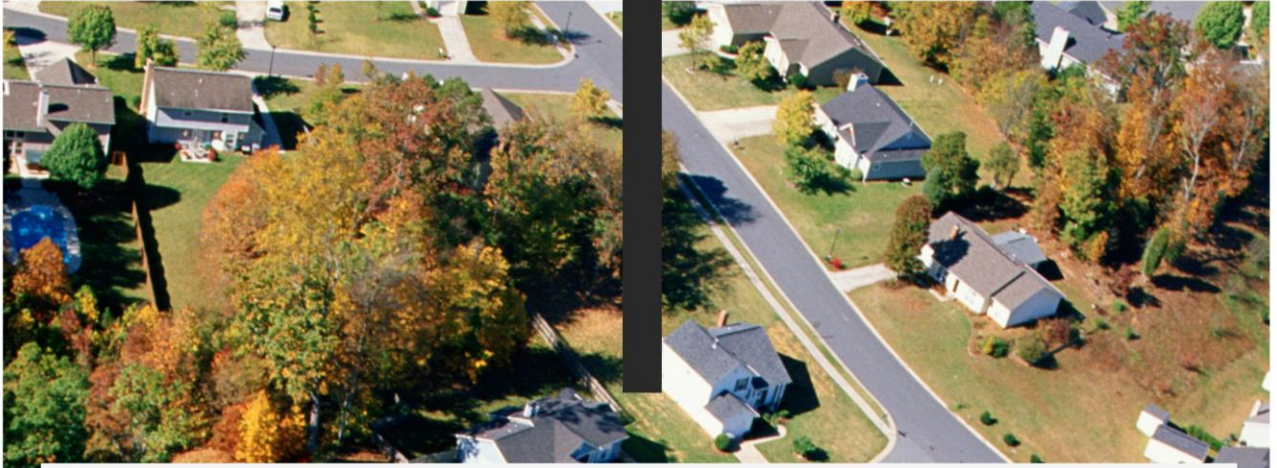
## Is Now a Good Time to Sell?

To determine if this is the right time for you, speak to your real estate professional to find out which real estate market cycle your particular area is leaning towards.

They can provide you with local market stats, trends, and a current home price evaluation. It's important here to note that "national" trends don't always mean we're seeing the same conditions locally. Every market is different, and ours is no exception to that rule!

A question even bigger than market cycles is, "What is YOUR motivation to sell or stay?" While some conditions may certainly favor selling to get a higher price point, I often coach clients to clearly identify what making a move will look and feel like for their families as well as keeping an eye on what their return on investment will be.

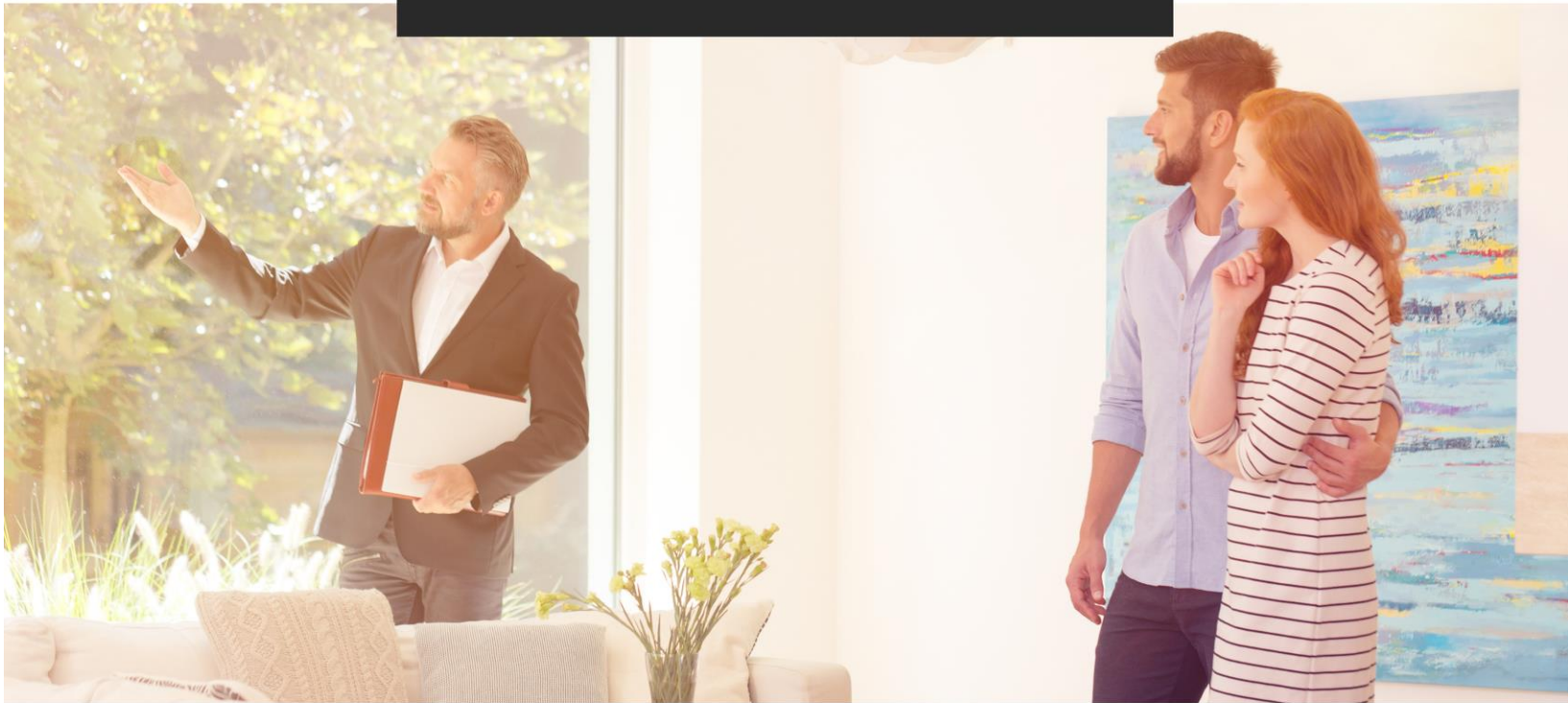
A good real estate agent will be able to help you fully lay out all of the information, so that you have what you need to make the best possible decision for your family both emotionally and financially.



# Putting Your Home on the Market



## PUTTING YOUR HOME ON THE MARKET



### **Should You Hire a Real Estate Professional?**

According to a recent study from the National Association of REALTORS®, a resounding 93% of homeowners said, "Yes!" to that question.

Why? There are almost as many answers for that as there are home sellers and far more than we can cover in this guide. Let's start by addressing the top ten!

#### **We Protect Your Best Interests**

Just as you'd turn to a trusted surgeon for a medical procedure or an attorney to help with a legal woe or contract, hiring a professional real estate agent helps to ensure that all your family's interests are well served. From navigating complicated processes to negotiating on your behalf, it's important to have an advocate on your side.



## **We've Done the Homework**

In the United States, it takes between 60-180 hours of course work before you can even sit for the real estate exam. During that time, we learn principles which include property valuation, escrow procedures, financing, and taxes. We learn state and federal law which includes writing binding contracts and leases, titles, liens, encumbrances, and unlawful discrimination. We then learn safe and fair practices for working with sellers and buyers that include communication skills, marketing, pricing, and a wide spectrum of necessary technology and tools needed to list and sell real estate in today's world.

## **Standards Matter**

There is a difference between just being a licensed agent and being a REALTOR®. A Realtor is a real estate agent who is an active member of the National Association of Realtors, which was founded in 1908, and is one of the largest trade associations in the United States. To join this organization, agents have to have not just a valid license but impeccable conduct records and adhere to an extensive Code of Ethics and Standards of Practice.

For homeowners like you, that means hiring a REALTOR® allows you more peace of mind knowing that your representative has been thoroughly vetted and has sworn an oath to those professional ethics and standards.

## **Legal Ease**

As you might imagine, managing contracts, addendums, contingencies, and caveats in a world that has become more litigious than ever is not for the faint of heart. Just as a CPA might help you successfully wade through ever-changing tax codes to confidently file a tax return, a real estate professional helps home sellers expertly and legally navigate price, terms, conditions, and contracts with a lot more peace of mind.



## **Pricing**

A real estate professional has the advantage of using comparable home sales, market knowledge, and experience with the nuances of buyers to help homeowners like you determine the perfect price to get your home sold quickly and for the most return on investment. Finding the right balance between current market conditions and Fair Market Value is the key.

## **Marketing**

There is selling power in numbers. Real estate professionals have a wide community of fellow agents that come together via multiple listing services to help bring buyers and sellers together with ease. 93% of buyers start their search online. That's why we use extensive marketing tools such as:

- Listing syndication
- Digital advertising
- Email
- Social media platforms and reach
- Mailings
- Open houses (virtual and in person)
- Broker open houses (virtual and in person)
- 3-D virtual tours
- Staging and virtual staging
- Buyer outreach
- Websites
- Buyer lead capture tools

These are just the tip of the iceberg when it comes to effectively getting a home sold for the most money - and with the least stress for homeowners.





### **Safety**

A real estate professional is like TSA for homeowners. No one gets through your doors without being vetted. We schedule showings virtually or in person and ensure that every precaution is taken for the security and safety of your family. From digital lockboxes to appointment scheduling tools - selling your home with a professional agent assures that showing your home doesn't have to be scary to be successful.

### **Negotiation**

There has never been another time in the history of real estate where buyers have more access to information and a higher likelihood of their own real estate representation than right now. They are savvy and knowledgeable, and their goal, understandably is to purchase a home for the least amount of money with terms that most favor their interests. That's why it is so important to have an experienced professional on your side who can navigate contract negotiations, multiple-bidding situations, fair terms, and legal loopholes.

### **Time**

At last count, there are 184 actions, steps, procedures, processes, and tasks involved in completing a real estate transaction from listing to contract to close. It's time consuming and involves careful attention to details. In a time when most homeowners are already on overload and overwhelm just with the responsibilities of life and careers, taking on the full-time job of selling a home is a tall order.

### **Knowledge and Preparation**

Real estate professionals can expertly guide you through every step of preparing your home and your family for a successful sales. With market knowledge, staging savvy, and trusted tips and tools for every part of the process, you can feel confident navigating each step of the way. I like to even make it fun with a Sellopoly Game Board and a Children's Moving Guide.



# SELLOPOLY

START HERE	DETERMINE	PREPARE	STAGE & PHOTOS	VERIFY	LAUNCH LISTING
	The current value of your home on today's market	Personalized marketing campaign.	Stage home to stand out from competition. Professional photography goes a long way in this game!	Taxes, certificate of occupancy, survey, and all other pertinent information.	Launch listing on MLS, National and Local real estate websites.
<b>CONGRATULATIONS!</b>  <b>CELEBRATE!</b> Closing occurs at lending institution or attorney's office.					<b>SHOWTIME</b>  Start showing home and host open houses!
<b>FINAL WALK THROUGH SCHEDULED 24-48 HOURS PRIOR TO CLOSING</b>					<b>NEGOTIATE</b>  Professional manage offers to obtain maximum value with your sales associate.
<b>TRANSFER UTILITIES OIL, METER READ, CALL THE MOVERS!</b>					<b>QUALIFICATION</b>  Confirm qualification of potential buyers.
<b>TITLE SEARCH</b>  Title search ordered by purchaser's attorney.	<b>MORTGAGE COMMITMENT</b>  Receive written mortgage commitment.	<b>BANK APPRAISAL</b>  <b>\$\$\$</b>	<b>SALE</b>  Execute contract of sale with attorney.	<b>INSPECTIONS</b>  Home and termite inspections take place.	<b>ACCEPTANCE OF OFFER!!!</b>

# GOOD MOVE

## HOW TO MAKE MOVING EASIER ON KIDS



Moving to a new home may be stressful for you, but it's even tougher on your children. We've got tons of tips to turn it into a fun adventure for the whole family.

## PUTTING YOUR HOME ON THE MARKET

### Who's Involved in The Sale of Your Home?

When it comes to negotiating a possible sale, these are the parties involved that will have an influence on the agreed upon final sale price:

- **You, the Seller**, interested in getting the best possible return on investment and terms.
- **Seller's Agent**, who will work hard on your behalf to protect your interests and get you the most for your home in the shortest possible time.
- **Seller's Attorney**, protects legal interests of seller.
- **The Buyers**, who are looking to get a great deal and pay the least money possible.
- **The Buyer's Agent**, who's loyalty is to the Buyers to represent their interests.
- **The Buyer's Attorney**, protects legal interests of buyer.
- **The Home Inspection company**, hired by the Buyers, who may find issues (large or small) with your home to give the Buyers further opportunity to negotiate.
- **The Appraisers**, if there is a question over the value of the home.
- **Lender or Bank Representative**, oversees the lending process and close.
- **Title Company**, to ensure clear title and transfer of property.

In most cases, there is only one person who communicates with every entity on this list from contract to close and that's the Selling Agent. Think of them as the *Director* of the show that is the home selling process. Much like their Broadway counterparts, they expertly direct every player to ensure a masterfully produced and successful show.



# Who Is Directing YOUR Transaction?

Sellers  
Buyers  
Appraisers  
Engineers  
Seller's Attorney  
Buyer's Attorney  
Title Company  
Home Inspector  
Bank Representative

Your Real Estate  
Professional

DIRECTOR

## PUTTING YOUR HOME ON THE MARKET

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### How to Determine the Correct Asking Price

Bottom line? Pricing your home at or just below Fair Market Value is the best way to ensure you get the best sales price and terms in the least amount of time.

Fair Market Value is defined by the Dictionary of Real Estate Appraisal as:

*“The price at which the property would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of relevant facts. The fair market value of a particular item of property includible in the decedent’s gross estate is not to be determined by a forced sale price. Nor is the fair market value of an item of property to be determined by the sale price of the item in a market other than that in which such item is most commonly sold to the public, taking into account the location of the item wherever appropriate.”*

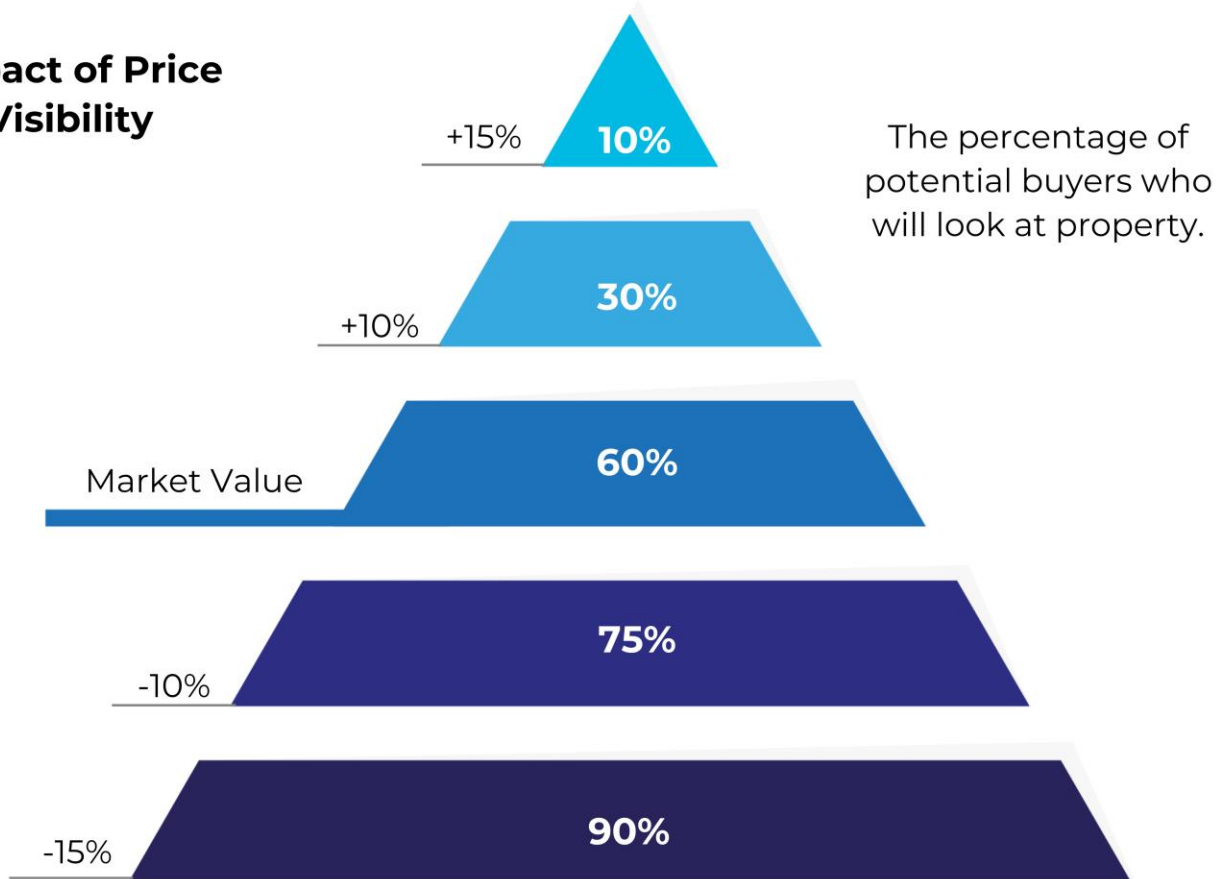
What does THAT mean? It’s the price that a reasonable buyer would be willing to pay and reasonable seller willing to receive for a property based on current market conditions.

FAIR market value is based on numbers – not emotion. There are times when sellers get frustrated through the pricing process because they have emotional roots in the value of their home. For example, hand-picked cabinetry, antique hardware, custom molding, or prized paint color could be the cornerstones of what makes your home different and unique to them from its listing counterparts.

But they aren’t what necessarily add up to a higher than average sales price. Nor is the amount of equity (or lack thereof) in a property. There are other occasions when sellers have either over financed their home or have over-improved their home based on market and want to significantly increase the asking price to make up for losses or pay for improvements. That doesn’t work either.

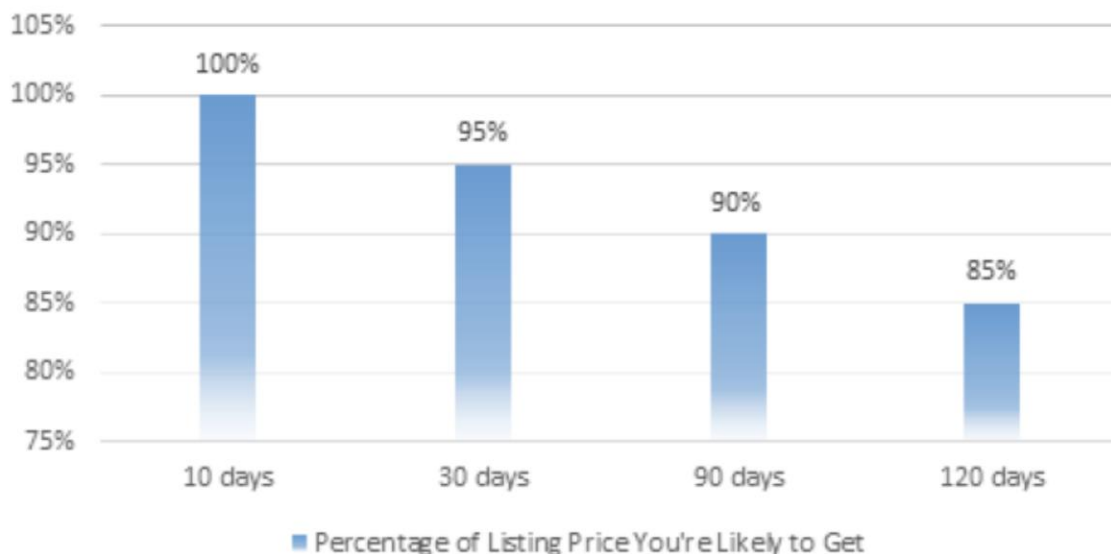
It is crucial to price your home at Fair Market Value from the start of your listing. Historically, 80% of marketing effectiveness is linked to price. Your first offer is very often your best offer.

### Impact of Price on Visibility



Source: NAR Move Sales

### TIME ON MARKET MATTERS





## Real estate professionals rely on the numbers and so should you.

Using Comparative Market Analysis tools, agents pull data from recent listings, sales, and homes sold in the area that have comparable characteristics (number of bedrooms, baths, square footage, acreage, etc.) of your home to determine Fair Market Value.

While it's tempting to slightly overprice a property, believing that you can always come down during negotiation, potential buyers will have access to the same info when it comes to assessing the value of your home, and will ask their agent's advice.

## 77% of sellers make this mistake, and here's why you shouldn't.

What happens when you overprice a property:

- **You're helping your competition.** A higher price point will send the prospective buyers expecting bigger, better, and more amenities to the competing listings to get more for less.
- **Agents won't be on board.** Savvy agents, committed to helping their buyers get as much value for their investment will shy away from an obviously overpriced listing.
- **Appraisals dump the deal.** If the appraisal falls short of the asking price, historically the buyer will withdraw the offer or the sellers have to come down on price to keep things together. If the deal falls through, valuable time is lost.
- **The Listing Gets "Stale".** Homes for sale get the most exposure during the first 30 days of a listing – or in a Seller's Market the first DAYS of the listing. If overpriced, especially in a competitive market, it will sit. That leads to questions of potential risks or problems with the property. The longer a property is on the market, the more people (agents and buyers) will ask, *"What's wrong with it?"*
- **You lose valuable time.** Overpriced listings will always take longer to sell. Add to that the risk of an appraisal going sour and having to start over and you're looking at an investment of both time and money that can potentially be wasted.
- **You create stress on your family.** When you put your home on the market, ensuring that it is "show condition" to be previewed by potential buyers is just part of the process. The longer a listing takes to sell because of price, the longer you and your family will be inconvenienced by having to maintain that "buyer-ready" perfection.

## The Best Pricing Strategy for Selling Your Home

Sometimes, if a seller gets an offer right away, they worry that their home was not priced high enough. However, that likely means it was priced just right. While there are stories about sellers who turned down their first offer to wait and see if they got a higher offer, and were rewarded with a better price later -- the majority of the time, they will get less for their home than they hope for the longer they wait.

**Some homeowners make the critical mistake of using the Zillow Zestimate as a determining factor for price.**

Here's what I can tell you as a real estate professional. It is called a "Zestimate" for a reason. It's an estimate. And not one any bank would use. Zillow uses this as a marketing tool to attract people to their site, but it is a flawed algorithm and not one you should base your financial decisions on. The best strategy for getting the most return on your home and potentially an even higher final purchase price is to list it at, or just below, fair market value. Then you are negotiating UP instead of positioning yourself to have to negotiate down.

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***Realtor.com suggests, "Aim to price your property at or just slightly below the going rate. Today's buyers are highly informed, so if they sense they're getting a deal, they're likely to bid up a property that's slightly underpriced, especially in areas with low inventory."***

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# Preparing Your Home For Sale

Before we dive into home improvements and preparation, let me share with you a perspective that has served sellers well for so many years: While selling your home will feel very personal – buyers are looking at it through their own lenses. A real estate professional can help you bridge that gap.

## Looking At Your Home Through a Buyer's Eyes

For the same reason an attorney doesn't often represent themselves or a doctor doesn't normally operate on family, a seller shouldn't make the decision on how to prepare their home for sale on their own.

It's reminiscent of the saying, "It's hard to see the picture when you're inside the frame."

A real estate professional will look at your home through objective eyes. Because they are coming from a place of experience, rather than emotion – they are better able to detail the staging and improvement tips that will help you get the most from your home.

Home staging is a powerful tool to showcase your house in the best possible light. Let's take a look at some stats.



# 95%

of agents suggest that sellers declutter a home before putting it on the market

# 83%

of buyers' agents say that staging makes it easier for their buyers to visualize living in the home as if it were their own

# 53%

of sellers' agents say that staging decreases the amount of time a home is listed on the market before being purchased

# 44%

of buyers' agents say that staging increases the dollar value offered on a home purchase price

## HOME STAGING

success



Source: National Association of REALTORS® 2019 Profile of Home Staging

### The most commonly staged rooms when selling:



# 93%

Living Room



# 84%

Kitchen



# 78%

Master Bedroom

## Common Home Improvements to Consider



There are some common fix-and-improve projects that can act as a starting point. Here are a few top suggestions for giving your home a fresh and updated look, without a huge amount of work or financial investment:

- Add a fresh coat of paint throughout the house (in neutral colors).
- Replace fogged windows (the result of moisture build-up between the panes).
- Repair any leaky faucets, showers, or jet tubs.
- Replace or repair any rotting wood on the exterior of your home and consider a fresh coat of paint to freshen up your home's exterior.
- Replace or repair any missing or damaged shingles. Buyers are wary of purchasing a home that will need roof repairs.
- Fix any wobbly handrails on decks and stairs.
- Ensure HVAC units are working properly. This is a big expense that will concern potential buyers if it needs replacing and could cost you a sale.
- Clear out the clutter (i.e.: ditch the fridge magnets, pack up the knick-knacks, and even remove extra furniture that adds bulk to a room).
- Pack up things you don't use often, and anything extra that you don't need and place it in storage. Do everything you can do to create a blank canvas for buyers and add to your home feeling more spacious.
- Update kitchen appliances.
- Put valuables in safe keeping.

- Make sure all light bulbs are working in the house.
- Clean out any dirty spaces, wash walls and baseboards, bathtubs, showers, floors, get carpets shampooed, clean kitchens and remove stains on driveways.
- Consider hiring a professional home-stager to stage your home for sale. They know the ins and outs of how to accentuate your home's best features and lighting.
- Consider landscaping your yard. This will add tremendous curb appeal to your home, and potential buyers will see that your home has been well maintained.
- Wash all windows, inside and outside.
- Clean out the garage and get it organized.
- Take care of any bad odors before every showing.

Some homeowners decide not to do any renovations, believing that the new owners would rather choose what they want. However, keep in mind that most buyers are putting their resources into purchasing the home, and may not be able to renovate for a while.

In competitive markets – enticing the right buyers means you're not just in a price competition – you're in a beauty pageant with other homes as your competition.

Every little bit counts. Potential buyers consider how much work they will have to put into the home, and thus, may submit a lower offer with that work and cost in mind.

For a true evaluation and detailed list of what is necessary to get your house ready for market, ask a real estate professional for advice.



## Attracting Buyers

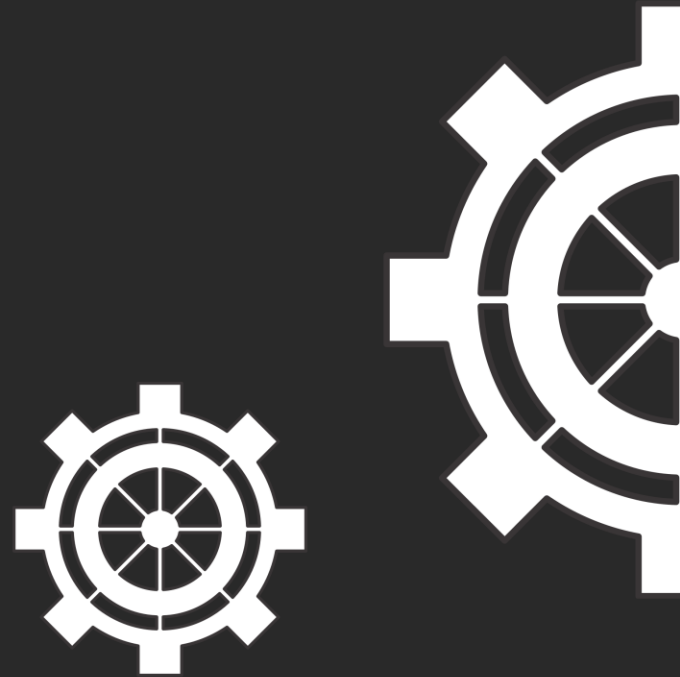
In today's swiftly changing world, your property must have the maximum market exposure to attract savvy buyers. You need both the traditional tools and a digital marketing strategy.

That means a combination of the tried-and-true marketing such as:

- Print mailings
- Good old-fashioned phone work
- Agent networking
- Open houses
- Door knocking

And current digital tools such as:

- 3-D walkthroughs
- Zoom
- Facetime
- Digital blueprint tools
- Virtual open houses
- Web presences and SEO
- Social media advertising
- Listing syndication
- Virtual tours
- Google Street View



There are so many ways to showcase your home. Since 93% of buyers start their search online, the pressure to make sure your listing stands out from the rest is enormous.

There's no need to try to reinvent the wheel. A trusted real estate professional has the tools, strategies, and processes to attract the PRE-QUALIFIED and screened buyers you need to sell your home – and sell it safely.



## Technology for Selling Virtually

Real estate agents have long been fast adapters to technology.

Whether they are meeting a potential client using Zoom to discuss listing a home, creating virtual tours to aid in showing your home to interested buyers, or preparing all the paperwork and collecting all signatures digitally to complete the transaction, you can be assured that your real estate professional is well-versed in all the latest tech that will help sell your home.

The real estate industry “wrote the book” on virtual showing innovation and continues to set the standard and lead other industries in virtual technology.

**Here are just a few of the applications we use:**

- Digital Lockbox
- 3-D Virtual Tours
- Virtual Staging
- Listing Photography Enhancement
- Digital Signature and Contract Tools
- Digital Marketing Platforms



## In-Person Showings of Your Home

Once your home is officially on the market, showings can begin! If you are conducting in-person showings and you are listed with a broker, the appointments will be made and coordinated through your listing agent. The buyers will be accompanied by their agent when they come to view your home.

There are a few things about showings to keep in mind that I always discuss with potential clients while they are considering selling, and may be thinking of first trying to sell their home on their own. Here are 10 precautions I like to share with every home seller through this process:



- 1. Show by appointment only and document.** As a real estate professional, I pre-qualify everyone who comes through the door. I have identification information that can include their driver's license and license plate for safety reasons. You should do the same if attempting to sell yourself.
- 2. Share that information with a trusted friend.** Give someone a head's up when you are planning on showing property and make it clear that an outside source has it for safe-keeping.
- 3. Don't host open houses alone.** It's good to have a second set of eyes and ears when showing property.
- 4. Keep financial information and family calendars under wraps.** Unscrupulous people can use that information to steal your identity or see what times your home might be vulnerable to thieves based on your schedule.
- 5. Keep valuables locked up.** Anything in plain view such as jewelry, laptops, electronics, money – all are vulnerable during property tours.
- 6. Open shades, blinds, and curtains so that activity INSIDE can be seen from the OUTSIDE.** This deters criminal activity.
- 7. Don't get boxed in.** Don't let yourself be followed into a room so that the exit door can be blocked or locked with you inside. The same is true of your car. Don't leave your car in the driveway to be blocked in.
- 8. Check your locks.** Before a showing, make sure your deadbolts and doors are unlocked for quick exits, then re-lock when your showing is over.
- 9. Carry your phone with you at all times.** Always have access to a lifeline and 911.
- 10. Trust your gut.** If people are hovering in one room too long, or they are grouped together with one or more trying to distract you, or even asking too many personal questions – those are all red flags that they could be a potential danger.

Better still – let a real estate professional handle all showings to most ensure your family's safety. We have specific safety training and take enormous precautions.



# 10 QUICK WAYS TO GET READY FOR A SHOWING! *(In 10 Minutes or Less!)*

1. Put dirty dishes from sink in the dishwasher.
2. Make the beds.
3. Empty the trash.
4. Put the dirty clothes in the washer.
5. Run the vacuum quick around the house.
6. Run a toilet brush around the toilet bowl.
7. Wipe down faucets and sinks.
8. Turn on all lights.
9. Take a deep breath- you're almost there!
10. Leave the house until the showing is over.

**SMILE!** 😊 **YOU DID IT!**



# Closing the Sale

After what will hopefully be an incredible stream of potential buyers looking at your home, either virtually or physically, you'll find the right buyer who has decided that your home was THE home for them, and they will make you an offer!

### Accepting the Offer

If you've engaged a real estate professional – this is when a coordinated effort between your agent and the buyer's agent really starts to kick in.

When a buyer makes an offer, you will likely respond with an acceptance or a counteroffer, delivered by your real estate agent to theirs. There is often a little back and forth negotiating, and your real estate agent will often have knowledge and suggestions to ensure that all parties will come away happy. Your agent will also represent your interests to the buyers and will negotiate the best terms to serve your goals.

In some cases, you will receive multiple offers from multiple buyers and negotiation takes on an entirely new level. I have a Multiple Offer Negotiation eGuide that can help you best understand this process.

Sometimes an offer can fall through if buyers are unable to get financing, if the appraisal on your home's worth is less than what you have listed, or if the buyers change their minds. If this happens, the agent will continue to market your home until another offer is made.



## Home Inspection and Appraisal

Typically, there would be a thorough home inspection to check for any repairs or potential issues that the home may have. This is an important part of decision-making process for buyers and traditionally paid for by the buyer.

An appraiser, an objective third party, will also assess the value of your home, especially if the buyers are financing.

Some appraisals can be a simple drive-by assessment of the exterior, using pictures or video walk-throughs for the interior assessment. Most appraisers will tour through the home and yard to conclude their appraisal and submit the value of your home to the buyer.

## Closing costs

For the most part, the closing costs are covered by the buyer, though it is the seller who is responsible for paying the commission of the sale to the real estate agent.

There are occasions when the commission is paid by the buyer, or it is split between parties. It's important to be clear about closing costs and commissions when you begin the home selling process. An experienced real estate professional will help ensure that there are no surprises and that your entire sales experience goes smoothly.

## CLOSING THE SALE



### **The Final Transactions**

In some states, a real estate transaction is not officially closed until the documents are recorded at the local records office. Other states simply consider the deal closed when the documents are signed and the money changes hands. Either way, there's a lot of "paperwork" that goes into processing a sale to make sure it is legally binding.

The great news is that more and more, much of this process can be done virtually using digital tools!

# Moving

There are as many moving parts to buying a new home as there are to selling your current one. For most people, the two processes intersect. That's a lot to juggle!

Moving can be an exciting, yet often overwhelming time for families. There's so much to do and so many details to manage. Whether you are looking to purchase locally or out of the area, I'd love to ensure that your buying process is as smooth sailing as selling your home!

I've put together a Moving Checklist to help you get through the process and also some tips for helping children navigate what can feel like a scary time.

I'm also happy to provide additional resources such as moving company recommendations.





# MOVING CHECKLIST

## *One Month Prior*

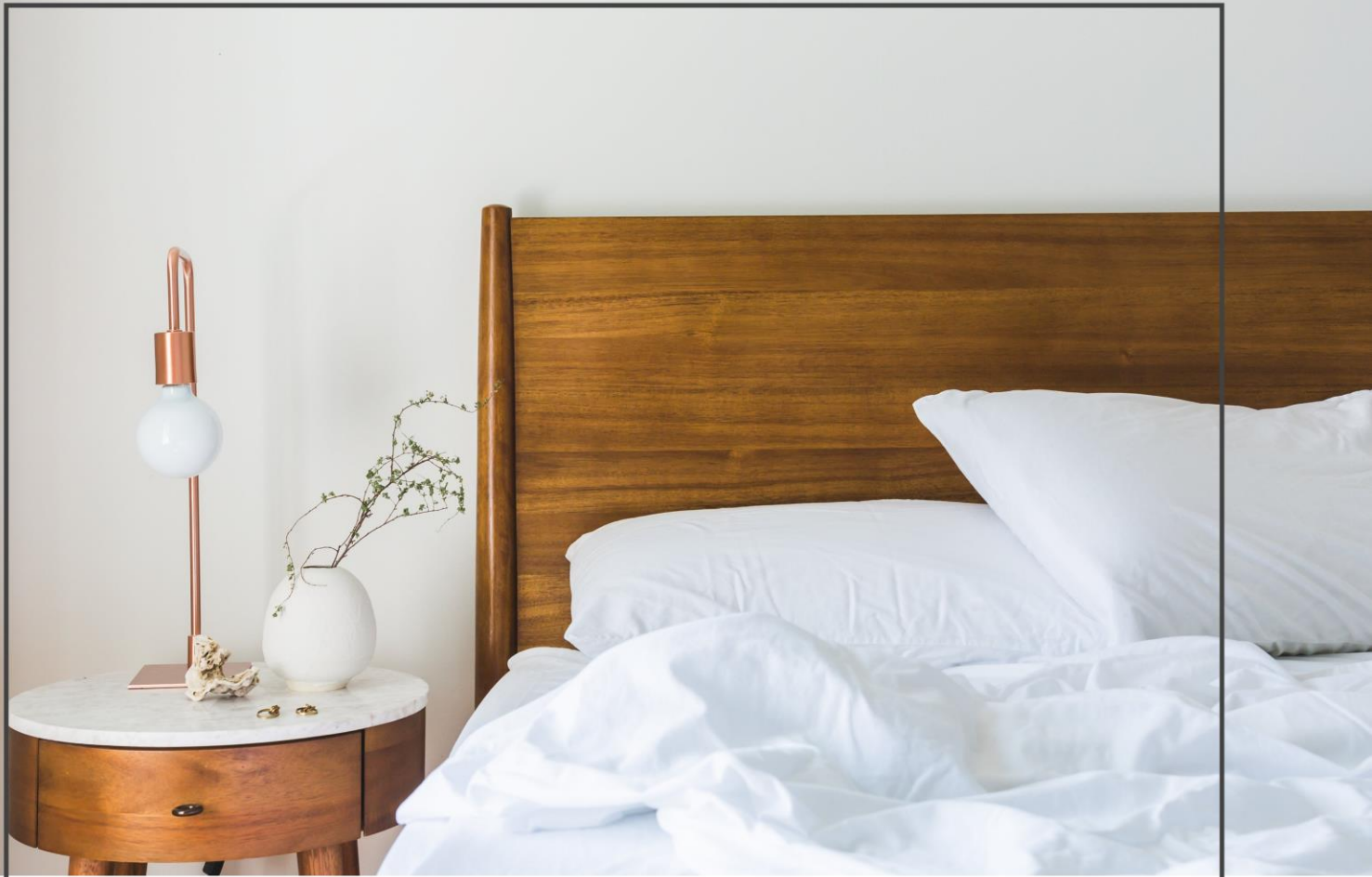
- File “Change of Address” forms with the postal service
- Make arrangements to move your personal belongings and furniture, either by phoning a moving company or arranging for a rental truck.
- Gather boxes and other moving supplies that you might need.
- Plan your travel route to your new home. Be mindful of any bridges or overpasses that might have a clearance restriction.
- Create a folder to keep moving expense receipts, as some of these are tax deductible. Lodging, meals, and fuel are some of the items you can claim on your taxes.
- Develop a plan for packing - packing the things you will use most, pack last, then ensuring those items that you will need first when you arrive at your new home will be available.
- Notify family, friends, and businesses of your move.
- Notify federal and state tax authorities, as well as any other government agencies.



# MOVING CHECKLIST

## *Two Weeks Prior*

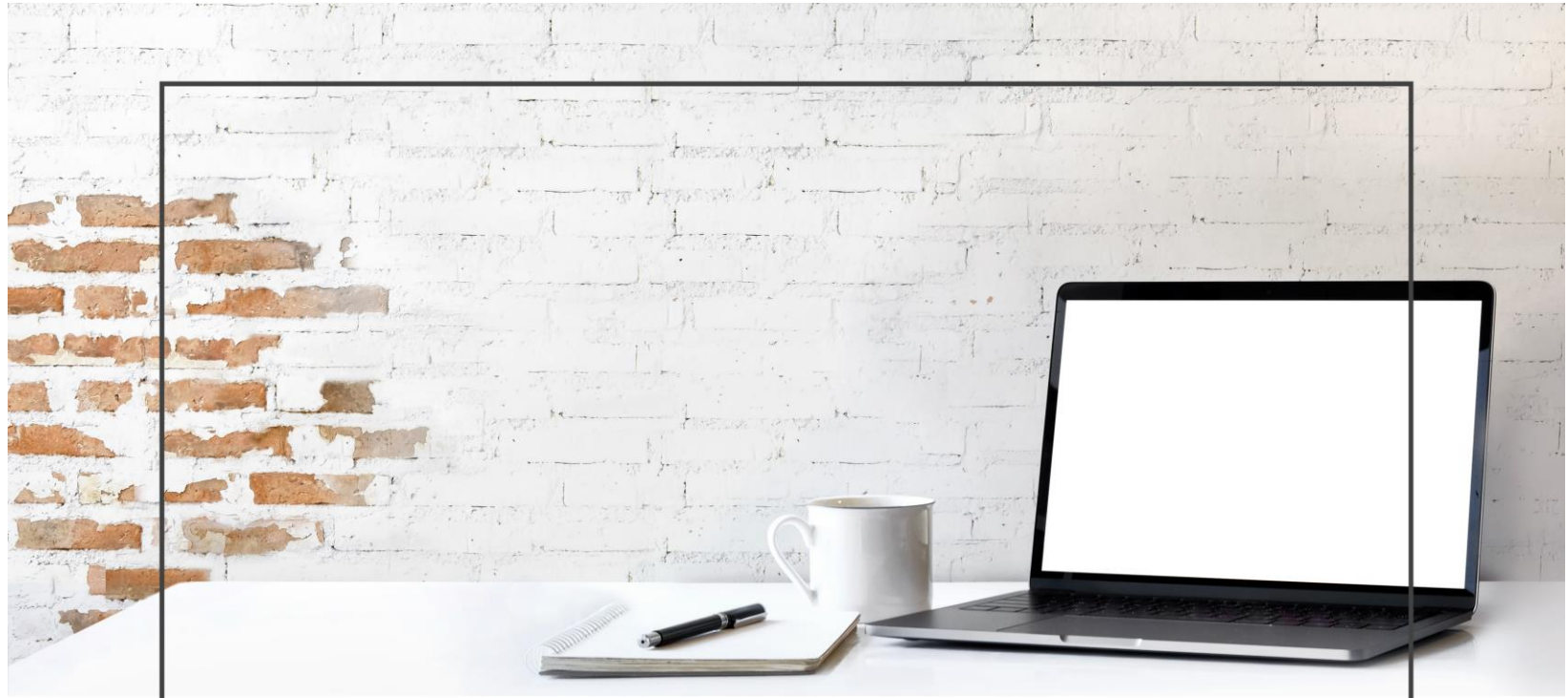
- Notify utility services like gas, electric, water, cable tv, phone, and internet.
- Arrange for services at your new address.
- Have your car serviced if your new home is some distance away.
- Recruit people to help you on moving day.
- Have a detailed plan for keeping your pets safe at all times once the movers arrive. This can be a very stressful time for them as well, with strangers in the house, loud noise and doors being open for long periods of time.
- Arrange for babysitters for small children.
- Confirm your moving company or rental truck arrangements.
- Notify your bank if you are leaving the city.



# MOVING CHECKLIST

## *One Day Prior*

- Keep moving materials separate so they don't accidentally get packed until you are done.**
- Put your phone chargers in a safe place to keep handy.**
- Pick up a rental truck if you are moving yourself.**
- Fill up your car with gas, and double check your oil and tire pressure.**
- Get a good sleep!**



# MOVING CHECKLIST

## *After the Move*

- Any mail that comes with a yellow sticker means it has been forwarded, so contact the sender to ensure they have your updated address.
- Register to vote.
- Change the address on your driver's license, or apply for a new one if you have moved to a different state. Also, contact an insurance company to have the policy changed over.
- Find out when the garbage is picked up at your new home, as well as any recycling programs available.
- Select a new doctor and dentist and have your medical histories transferred over.
- Locate new service providers such as banks, pharmacies, plumbers, Air & Heating contractors etc.
- Make a list of all emergency numbers to have handy in your new home.

## TIPS FOR HELPING CHILDREN WITH A MOVE

Kids require extra attention and care when planning to buy or sell a home. Making a little extra effort to include them in the buying and selling process helps them adjust more quickly to the move.

- Show the children the new home prior to moving. If this isn't possible, pictures or videos will help them visualize where they are going.
- Assure children that you won't forget their friends.
- Make a scrapbook of the old home and neighborhood.
- Throw a good-bye party. At the party, have their friends sign a t-shirt.
- Have your children write goodbye letters to their friends and enclose their new address. You may wish to call the other children's parents so they will encourage return letters.
- When packing, give them their own box. They can decorate it so they will know which one is theirs after the move.
- If you are moving far away, buy postcards when you stop so they can remember the trip.
- When unpacking, allow them to unpack their treasures then, and have them play with the boxes while you unpack.
- Start a scrapbook for their new home, including a diary of My First...
- Visit their new school, park, church, etc. Take a camera to snap pictures for the scrapbook.
- Help your children invite new friends over to the house.
- Let them choose a new favorite restaurant. This will help them feel in control of their new world.
- Encourage them to send letters about their new home to their friends.
- Involve your children in groups, sports, and activities like the ones they used to participate in.
- Remember that even if you only lived in your former home a few years, to a young child it is nearly their entire life!



# Building an Ongoing Relationship with Clients

Throughout this guide, I've shared the Home Selling Process from start to finish with experienced strategies and insights to help you make the best and most informed decisions for you and your family.



## **A Resource You Can Trust and a Commitment You Can Count On**

Throughout this guide, I've shared the Home Selling Process from start to finish with a lot of experienced strategies and insights to help you make the best and most informed decisions for you and your family.

I want to let you know that you have my commitment to you to be a trusted resource you can count on to help you expertly navigate any real estate question or need.

My goal is your goal. To help you get your home sold for the best possible price and most favorable terms in the shortest possible time with the least amount of stress. Then to help you move to your Next Level in life, whatever that may be. That's what hiring a professional is all about. Saving your family time, stress, and return on investment.

You also have my commitment to stay in touch, regularly reach out with relevant and important market and neighborhood information and make myself available to serve you in whatever way I can.

If you're ready to take the next steps, I'm ready to be your guide and advocate.

Thank you for the privilege!

*Sandra Glaser*

