

## Checklist to list your home

<b>In general</b>	
Clean the entire house	
Remove or reduce personal pictures	
Take away valuables such as jewelry	
Put excess items in boxes	
Fix broken items like burnt out light bulbs	
Remove kids' toys as much as possible	
Check for and eliminate any smells	
Remove pet bowls, litter boxes, etc.	
Touch up paint if needed	
<b>Kitchen</b>	
Remove anything from the counter	
Clean out drawers and pantry	
Take away kitchen items you seldom use	
Remove food that is old	
Empty out items under the sink	
Remove anything on outer fridge door	
Clean oven and microwave	
<b>Closets</b>	
Remove unnecessary items	
Re-arrange and tidy up linens, etc	
Organize clothes and shoes	
Fold and hang clothes neatly	
If possible, clear the floor	
<b>Living room</b>	
Re-arrange furniture if needed	
Remove most knick-knacks	
Remove any personal photos or items	
Limit pillows and throws	
<b>Bedrooms</b>	
Clear nightstands, leave one book	
Clean kids' rooms as much as possible	
Remove any personal items	
Make sure beds are made	
<b>Bathroom</b>	
Remove excess items from the counter	

Fold towels and remove used ones	
Nicely arrange bottles of shampoo, etc.	
Nicely arrange cleaning supplies	
Clean shower and tub	
Remove subscription pills & valuables	
<b>Basement</b>	
Clean up in general	
Stack any boxes	
Check for and eliminate smells	
Clean the laundry room	
Keep windows visible	
Make sure the furnace (filter) is clean	
Clean litter box	
<b>Office</b>	
Secure a password on your computer	
Remove or hide important papers	
Replace diplomas with general pictures	
Tuck away cables if possible	
<b>Garage</b>	
Clean and tidy as much as possible	
Stack moving boxes neatly	
<b>Outside the house</b>	
Keep the grass cut	
Remove dog feces	
Remove kids' toys, garden & building materials, other junk items, etc.	
Do not block the windows from light	
Check for items under the deck	
Remove any dead plants	
Repair fences and gates	
Clear snow from paths in winter	
Make access to the house easy	
Remove Christmas lights, etc.	

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<b>For the photos</b>	
Clean up as much as possible	
Open all window coverings for light	
Turn on all the lights	
Remove garbage bins and pet dishes	
Remove door mats and bathrooms mats	
Remove car(s) from driveway	
<b>During Showings</b>	
Leave window coverings open	
Remove cameras or recording devices	
Be prepared for short notice showings	
Discuss with us any issues or limitations	
Keep everything tidy and clean	
Remove yourself during showings	

Notes

Remember the 3 **free** things that can save you thousands of dollars:  
**DEPERSONALIZE & DECLUTTER & CLEAN**

For more tips on listing your home go to our website [www.FindCalgaryHome.ca](http://www.FindCalgaryHome.ca)

### Donate your unwanted items!

- Your donations help to raise funds for many different local charities.
- And the landfills are very grateful that many items get a second life.

[Habitat for Humanity](#)

[Diabetes Canada](#)

[Salvation Army Thrift Store](#)

[Goodwill](#)

[Woman In Need Society \(WINS\)](#)

[35+ organizations to donate unwanted items...](#)