

SELLER'S REMINDERS

- Anyone who comes to your home claiming to be a Realtor should always be able to identify themselves by giving you their business card.
- Use sound judgment and common sense while your home is on the market and open to be shown. You should put anything of great value, jewelry, medication, and firearms away in a safe place.
- There are also a few things you should do when you know there will be a showing.
 - ✓ Turn on all the lights and open the blinds.
 - ✓ Be sure to get rid of any clutter inside or outside of the house.
 - ✓ Pay careful attention to the cleanliness of your home inside and out. (Sweep, mop, vacuum, clean baseboards, corners, bathrooms, outdoor siding, overhangs, rain gutters, etc...)
 - ✓ If you have a dog, please tie it up or put it away in a fenced area.
 - ✓ If you have indoor animals, make sure you put them in a secure location if necessary (carrying cage, pet, pen, etc). Also, please advise us of your pets so that we may post signs to let buyers and agents know to not let your pets out.
 - ✓ It is best for you to allow the agent to show the property in private. If you are home at the time of the showing simply let the agent and the buyer into your home and allow them to privately walk through the property. If convenient, you may want to step outside while they are viewing your home.
 - ✓ Always make sure the agent and the buyers use the lockbox for security and tracking purposes. Even if you are home, they must use the lockbox.
 - ✓ It is important that you communicate to use what your preferences are for receiving showing reports, confirming appointments, or just simply receiving courtesy calls or emails about when your home will be shown through our Showing Time system.
 - ✓ Do not discuss or negotiate anything specific about the house with the buyer or buyer's agent. Defer ALL questions to your listing agent. (i.e. "I'm not sure, you'll have to speak with Richard about that.")

Seller's Signature _____

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