



seller's *guide*

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RE/MAX REAL SOLID GOLD (II) REALTY | 519-404-4834

hello!

CONTEMPLATING SELLING YOUR HOME OFTEN MEANS YOU ARE CLOSING A CHAPTER OF YOUR LIFE AND STARTING A NEW ONE. WHATEVER THE REASON IS FOR SELLING YOUR HOME, IT IS AN IMPORTANT MILESTONE THAT IS OFTEN VERY EMOTIONAL AND EXHAUSTIVE. I WANT TO HELP YOU THROUGH THIS PROCESS!

You're thinking about selling your home, and I want to be the real estate professional to help you. I am devoted to working with you individually and taking the time to understand the unique selling points of your home and neighborhood. For that reason, I do try to schedule my listings to make sure that I don't have too many at one time in order to give you the attention you deserve.

From listing to closing, I am committed to navigating the entire sale process for you, using my expertise to sell your home smoothly and for top dollar. I will actively target the types of buyers most likely to want your home and advise you about home repairs and improvements before listing to maximize your listing price. Additionally, I will aggressively advertise your home until you sign a satisfactory offer. This guide will give you a brief overview of what basics are involved in the process.

Selling a home can be very exciting at times! However, as this process can also be lengthy and overwhelming at times, I am providing you this Seller's Guide. This guide contains helpful information for you, and I highly recommend you review it before we list your property.

I am so grateful to have you as my client, and I am very excited to start this home-selling adventure with you!

Stephanie Catcher

Sales Representative

Re/Max Solid Gold (II) Realty, Ltd, Brokerage

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about STEPHANIE



let's connect!

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Fun loving local Kitchener Waterloo resident helping residential buyers & sellers with their homes! I strive to make real estate fun, there is no reason why you shouldn't have an enjoyable experience when making the biggest transaction of your life and enjoy a few laughs along the way! I also want to make sure that I share with everyone how much I love living in Kitchener Waterloo by sharing information about great local businesses and spots that you should check out!

I believe that buying and selling real estate should be fun and I strive to take the stress out of the process for my clients by taking care of all the steps along the way and taking care of any surprises ahead of time. As a seller, there are a lot of moving pieces to prepare your home for sale, I'm happy to walk you through the whole process to make sure that you get the most from your biggest investment!

our team



You may also meet with Brad Gosnell to help with your home search!
We assist clients as a team! Two for one!

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STEPS TO SELLING

your home



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STEP 1:

WHAT PRICING STRATEGY IS
RIGHT FOR

your home

understanding *Pricing* STRATEGIES

The real estate market is always changing, so when thinking of selling your home, it helps to understand how different pricing strategies can affect you and your real estate goals.

Pricing below Market Value

In the past 2 years with the hot market conditions, this strategy has become more widely used. When used correctly, this will sell the home in less days than the average, often earn you multiple offers with fewer conditions and will most likely sell above asking when using tactics such as holding offers and accepting bully offers. This can be a risky move in certain price ranges and is only to be used if you are comfortable with the risks. If this is an option that interests you, I can speak further to the risk and benefits.

Pricing above Market Value

In a more balanced market and even in the upper price ranges of homes, this strategy works because it gives the seller's time to move forward.. The process to a sale is slower, it's harder to get eyes on an overpriced property and then convince the buyers to make an offer that they feel is reasonable, but this pricing strategy works well if you are not in a hurry to move and even if you need to take time to find your next home. You can always reduce the price when you know where you will be moving to next. Generally when using this strategy you will exceed the average days on market

Pricing at Market Value

Traditionally this has been the way that Real Estate has been priced and this allows the home to be seen by people who are looking in a specific price range. The downside to this strategy in the current market is that people are used to paying over asking, so they may feel that the list price is not the price the sellers are willing to take. A home will still sell using this strategy, however using tactics like holding offers and bully offers are not advised here.

A home will generally sell in the average number of days using this strategy.

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STEP 2:

PREPARE YOUR PROPERTY

for sale &
showings

STEPS TO *selling* YOUR HOME

PREPARE YOUR PROPERTY FOR SALE & SHOWINGS

After we have signed all the paperwork to get your home on the market, it's time to prepare your property for sale. At this stage, it's crucial to stop thinking about the house as yours and start treating it as a product on display. Buyers will examine every room, every surface, and every shelf with utmost detail. Therefore, it's essential to make your property ready for this audience.

Here are three important steps I recommend you follow to maximize your property's appearance and make your home's features stand out:

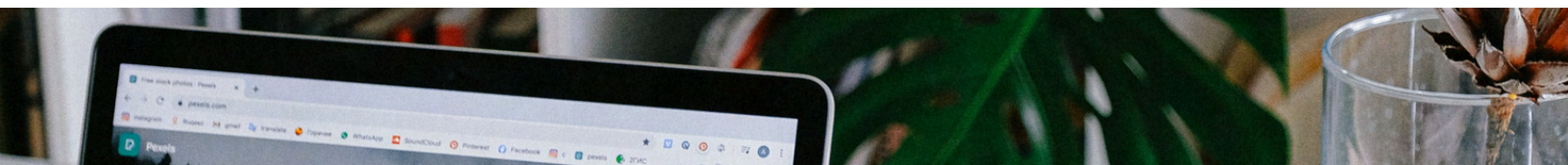
1. ONLY MAKE NECESSARY REPAIRS
2. CLEAN, DECLUTTER AND ORGANIZE EVERY ROOM OF THE HOUSE (INCLUDING EXTERIOR SPACES!)
3. STAGE YOUR HOME - MORE STAGING TIPS IN THE APPENDIX

After your home is ready to be shown, I will send a professional photographer to take high-quality pictures and prepare a virtual tour of your property. Most buyers start their home search online, so the photos and videos of your property will be one of the main factors that decide whether prospective buyers and their agents book a showing or reject your property as a possibility. Therefore, additional to the quality photography and videography, I will make sure to create a customized property description that highlights your home's top features while telling it's story. It really helps me to write this description if you tell me what you love about your home, I'm sure that what you love will also be important to future buyers.

Lastly, preparing for home showings: Logically, buyers want to see a property in person before making any kind of commitment. Therefore, please plan to be out of the house often until an offer is accepted. Additionally, please communicate with me any days and times of the week that you cannot leave your home and have a plan to prepare for last-minute showings. Please note that you should not be present in your home during a tour under any circumstances.

Additionally, buyers interested in viewing your property will ask their agent to book a tour through me, and you will receive text message requests so you don't need to connect with buyers or buyers agents directly at all. I will walk you through this system of how to approve showings when we sit down to discuss the showing process.

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maximize your property's *appearance*



Use a pressure washer to wash the entire exterior portion of your home.



Paint your home using neutral colors to brighten up the walls and enhance the decor.



Spruce up your landscaping by adding beautiful plants, mowing your lawn, and paving your driveway/walkways to make your curb appeal look more attractive.



Choose wall art containing vibrant colors that pair well with your walls, furniture, and room decor.



In darker areas of your home, add soft lighting to brighten up every room.



Add mirrors throughout your home in strategic spots to make your interior spaces look more spacious and brighter.



Add natural indoor plants throughout your home to make your home look more luxurious and full of life.



Consider replacing your furniture if the pieces you currently have make your rooms feel old or dull.



Grab your toolbox or hire a professional to do your minor home repairs, such as stuck windows, creaky doors, noisy floors, and loose doorknobs.



Declutter your entire home. Remove any old and unused items to make room for new pieces that will enhance every room's appeal. Try to clean one room per day.

top home selling *mistakes* to avoid

1 IGNORING MAJOR REPAIRS

A lengthy list of problems in the property can repel buyers and/or decrease the value of your property. Think about prioritizing and fixing the most critical issues, particularly those that are likely to be revealed to buyers during a home inspection.

2 NOT DEEP-CLEANING YOUR HOME BEFORE LISTING IT

When buyers visit homes for sale that are messy or dirty, they often assume that the property hasn't been properly maintained, which means less interest from buyers and lower offers. If you don't feel like cleaning, a solution could include bringing in a cleaning professional to deep-clean your home. I have provided a cleaning guide to help you with your deep clean to prepare for sale.

3 NOT DEPERSONALIZING ENOUGH

I understand that you love your items in your home and family photos and personal items are no different, these items will need to be packed anyways, so do it now when you get your home ready to list and have one less thing to pack and the buyers will be able to visualize themselves in the home

4 RUSHING THE PROCESS

When selling your home, I have a proven process that works, but this process takes time and by taking time to complete each step will ensure your success. Below are some terms that may be helpful in understanding the offer process so you can decide what is best for you:

Holding Offers:

Holding offers is a term used to give buyers a specific date when you will be willing to review offers. This tactic works when you are listing at a lower price to attract multiple buyers & multiple offers. This is used to give all interested buyers a chance to view the home and to generate multiple offers.

Bully Offer

Also known as a pre-emptive offer, this is an offer that is given to the sellers before the offer date. This offer is often firm. As a seller, you have the right to view bully offers or not. I will discuss this option with you prior to the list date so that you can make the decision that is right for you. Often, if it's not too difficult to keep your home on the market, I would suggest we wait until offer day to get the most offers and often the highest bids, but I also understand how leaving your home every day can be stressful.

5 RESTRICTING SHOWING TIMES TO BE CONVENIENT FOR YOU

Opening your home to potential buyers can become very exhausting, but it's to your advantage to make it as convenient for them as possible. To get the most exposure of prospective buyers into your home and getting your home sold quickly at the best terms and price, I recommend allowing showings between 9am and 9pm, 7 days a week. Don't worry; this is only temporary!

6 NOT TIDYING UP BEFORE EVERY SHOWING

Before every single showing, tidy up your home to show your property in the best condition to every prospective buyer. Take some time to make your bed, wash the dishes, put away your laundry, clean the floors and turn on all the lights



show your home ready in *one hour*

Make the beds

Throw all your clutter into a laundry basket and take it to your car

Put up your "show" towels

Create light in the house by opening curtains and blinds and turning on ALL lights

Empty all garbages into a garbage bag and put it in an appropriate room or take it with you

Vacuum all carpets

Clean all glass and mirrored surfaces

Sweep the front porch and shake out the door mat to remove debris

Clear kitchen and bathroom countertops (except for decorative items)

Close all the toilet seats

Wipe down all countertops

Secure your pets or take them with you

Sweep and mop all hard-surfaced floors

Put laundry away (or take it with you)

STEP 3:

*Sit Back
& Relax*

TIME FOR STEPHANIE TO GET
TO WORK SELLING YOUR
HOME

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LAST MINUTE STAGING

You've already gone through and staged your whole home and decluttered, I'll check one last time to make sure that your home is photo ready. Making sure towels are straight, beds are made tight and that there are no pet items, garbage cans or tissue boxes in the photos is a quick last minute touch.

PROFESSIONAL PHOTOGRAPHY

Since the growth of the internet, more buyers have been using various real estate home search engines to find their next home. Therefore, real estate photography is an essential marketing strategy for sellers, so I invest in professional photographers to take stunning pictures of your home.

Properties that look visually professional and aesthetic will entice buyers (especially millennials) scrolling through the web to click on those homes rather than poorly presented homes.

Additionally, listings that have professional photography tend to sell faster on the market, sell at a higher price point, attracts more international buyers, and attract more buyer leads to visit the homes in person. I can let you know once your home is photographed you'll be wanting to buy it all over again!

COMING SOON

Placing a coming soon sign on your lawn can generate a lot of buzz with your neighbours and anyone else driving by. I find that neighbours can often be your best resource to attract buyers to your home, they love the neighbourhood and want their friends to live there too!

I am allowed to place a coming soon sign on your lawn 5 days prior to listing your property, in some cases it may make sense to place this sign on the lawn even before the photos have been taken, but make sure that your curb appeal is good before we put the sign up, because all eyes in the neighbourhood are going to be on your property.

With this coming soon, I will also advertise your property ahead of time on social media to get names and emails of people who may be interested in seeing your property first! I promise they will get a sneak peek of the photos early before the listing goes on MLS to see if they want to book a showing as soon as your property lists.

ONLINE & SOCIAL MEDIA MARKETING

94% of all home buyers begin their home search online. For that reason, I make sure to market your property where they are looking, including my home search websites, Instagram, Facebook, Google.

By having high quality photos, virtual tours and video, I can be sure to get the most eyes on your property to get it sold!

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STEP 4:

Offer
DAY

WHAT HAPPENS ON *Offer* DAY

THE OFFER PROCESS - IF YOU ARE HOLDING OFFERS

If you have chosen to hold offers as a seller, this means that you are looking at offers on a chosen date. This date is chosen before your property hits the open market and it's a date that is usually a week or so after you have listed. I also want to make sure that your home is listed over a weekend, We will make sure to choose a date that allows for maximum exposure to your potential buyers.

By choosing an offer date, you also allow all active and interested buyers to have time to view your property. This strategy may also generate multiple offers when paired with the right pricing strategy. When we have chosen to look at offers on a specific date, we sign a form that is a direction from you the seller to advise me to turn away advance offers.

On offer day, I will contact every agent who has seen the property and discuss if they are bringing an offer and I will try to generate multiple offers in this scenario. Depending on how many offers come in, I may be a while gathering them all before I meet with you to present them Keep in mind that as offers come in, I will try to keep you in the loop as much as possible, I will also be letting all the interested buyers agents know how many offers we have, in case they choose to change their offer.

Once I have all the offers in hand, I will meet with you to present them and we will discuss which one may work best for you, no matter the scenario

THE OFFER PROCESS - IF YOU ARE NOT HOLDING OFFERS

If you have chosen the more traditional process of not holding offers and are open to accepting offers at any time you need to be aware that you will need to be more available to look at an offer with short notice. There is a possibility that the 1st buyer through your home may want to offer and if that is the case, you may feel that you have left some money on the table, it's important when not holding offers to price your home at a price that you are happy with, because there may not be an opportunity to get multiple buyers into the home before one comes along with an offer.

When an offer comes in when you are not holding offers, I will also contact every agent who has shown the home and those with any pending showings, This like the holding offers process is done to see if I can get you multiple offers on your property. Once I have contacted all parties, I will present the offer to you, if there is only one, we will most likely be counteroffering and working with that offer until we come to an agreement.

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STEP 5:

Home Inspections
& Appraisals

HOME INSPECTIONS & APPRAISALS



INSPECTIONS & APPRAISALS

Home inspections are not as common as they have been in a balanced market, they do still happen.

Often a home inspection will happen now before the buyer offers on the home. These are often mini home inspections that take less than 2 hours with a licensed home inspector and they are used by the potential buyer so they can limit their risk before offering.

A home appraisal is done by the bank to protect their interests, even though they have approved the loan to the buyer they still need to have an appraisal on file. There is no need to worry here, this is simply for the purpose of their files, but make sure to keep your home in good condition so it shows well for the buyers benefit.

HOME INSPECTIONS

Buyers get a professional home inspection to provide them with an objective second opinion about the property's condition.

With home inspections, you must take the time to prepare for the appointment. This means that you should present it in its best condition to make your property shine! Before listing your property (and especially before a home inspection), if any visible or hidden significant repairs need to be done, it is best to complete these beforehand. Additionally, if you have any receipts/invoices for any upgrades or home maintenance you have done to the home (i.e., roof shingles replacement, furnace maintenance, etc.), please have them available.

HOME APPRAISALS

A home appraisal for buyers essentially determines the value of the home and tells their lender that the buyer isn't paying more for the house than it's worth.

To develop an accurate value gauge, the appraiser conducts in-depth research of the comparable sales data and uses an on-site visit to verify the home's size, features, and condition.

A home appraisal can take anywhere from around 15 minutes to half an hour. You may stay at your home during the appointment.

HOW TO PREPARE YOUR HOME FOR A HOME INSPECTION AND APPRAISAL

- Make sure all lights can turn on properly
- Make a list of all the upgrades you have done to the home
- Make sure your home looks good from the curb
- Create a pleasant visit for the appraiser/inspector (i.e., decluttering, removing your pets and/or crating them, keeping the property at a comfortable temperature, etc.)
- Allow access to all areas of your home
- Leave all interior doors unlocked
- For an inspection, plan to leave the house for at least half a day (3 hours)
- Remove clothing from a closet if the attic hatch is found inside
- Remove your pets from the property or secure them in appropriate crates
- Make sure you clear access and spaces to the following areas: attic hatch, electrical panel, furnace, main water line, hot water tank, and air exchanger
- DEEP-CLEAN YOUR HOME!

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STEP 6:

WHAT TO COMPLETE
BEFORE

closing day

HIRE A LAWYER

Once an offer has been accepted you need to hire a lawyer to complete your sale. I will handle getting all the paperwork to your lawyer, you simply need to hire them and arrange to sign final paperwork with them close to closing, they will also arrange getting keys to the buyer

DISCHARGE OR PORT YOUR MORTGAGE

If you have a mortgage on your property, or any lines of credit against your home, you will need to let your bank or mortgage company know that you have sold your home. I will provide you with copies of the accepted agreement that you can simply send over as they request.

If you are purchasing a new home, your mortgage broker or bank is going to need this information as well to complete the documents for the mortgage port or discharge.

SCHEDULE UTILITY DISCONNECTIONS

You will need to let all your utility providers know that you are moving and either schedule a move of services or disconnections. Don't forget to also let your hot water heater provider know, I find that is the one most clients forget to call.

WALK THROUGHS

The buyer of your home has most likely asked for a few walk throughs on your property. These can happen anytime between offer time and closing day, often buyers will save one for the final week before closing, and the other for sometime in the middle.

Your home does not need to be in the same show condition it was in when your home was for sale, as buyers do expect you to look like you are moving, but I would expect you to still have it as clean as possible so they have a good experience.

WHAT TO LEAVE FOR THE BUYER

New buyers coming into your home can be a little lost and anything that you can leave in your home to help them is much appreciated. I often suggest sellers leave all manuals to appliances staying in the home and if you have a mail key to leave the key with a note and a photo of where your box is located within the super box.

Other nice to leave items for the new owners are full rolls of toilet paper in each washroom, where all the shut offs are for water and gas and any other unique information about your home. If you have made repairs to the home that may need warranty work in the future, leaving those receipts with the new owners is nice too!

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STEP 7:

MOVING OUT &

closing day

MOVING OUT AND CLOSING *Day*

MOVING OUT & CLOSING DAY

After all conditions of an offer are fulfilled and the contract becomes firm, it's time to start planning your move! As moving is very time-consuming, organize yourselves and start preparing.

Here are a few ways you can start planning your move even with weeks or months ahead of closing:

Start collecting moving supplies (boxes, bins, packing tape, trash bags, markers, etc.)

Create a written plan to organize your move

Request quotes from different moving companies (and storage spaces if necessary) and book their services!

Once you've made it to closing day, CONGRATULATIONS! Unless you have made special arrangements with the buyer, you MUST completely move out on closing day, or you will have breached the contract.

Before you start celebrating, there's still quite a bit of work for you to get done. For the home to officially switch owners, you will need to sign some documents and hand in all items included with the home (for example, house keys, garage door openers, home and security codes, etc.).

To make it easier for you, make sure everything on this list is completed on or by closing day:

1. MOVE OUT AND MAKE SURE YOU DO NOT FORGET ANYTHING INSIDE YOUR HOME.
2. DEEP-CLEAN YOUR ENTIRE HOUSE ONCE IT'S EMPTY SO THAT OWNERS MOVE INTO A FRESH, CLEAN SPACE.
3. CHANGE YOUR ADDRESS AND FORWARD ALL OF YOUR MAIL AHEAD OF TIME.
4. GATHER MANUALS AND WARRANTY INFORMATION FOR THE BUYERS.
5. NOTIFY BANKS, SUBSCRIPTIONS, FAMILY, FRIENDS, AND ANY OTHER INSTITUTION OF YOUR NEW ADDRESS.

Also, when you sign closing documents with your lawyer, please make sure to bring the following with you to complete the sale:

All main keys and codes

Documents proving any repairs you made to the home per buyer's request

Government-issued Photo ID of yourself and any co-owners

Once you've closed on the sale of your home, go through this short post-sale checklist:

- Keep copies of your paperwork somewhere safe
- Transfer any remaining utilities
- Cancel (or transfer) your homeowners insurance

THEN...

celebrate

CLIENT *testimonials*

Stephanie was awesome to work with. She understood exactly what I was looking for and provided options as quickly as they became available. When I was interested in a house, Stephanie never applied any pressure, her main concerns were to help me make the best purchase possible and offered sound advice and support throughout. She was also very honest when it came to the pros and cons regarding whatever we were looking at.

As a first time home buyer, Stephanie walked me through each step, clearly explaining the process and offering sound advice for what I should do.

I can't imagine buying a home without anyone but Stephanie and I know if and when I sell I will be selling with her. - Emily Elder - Guelph

Stephanie handled the sale of my home with the utmost competence and clearly understands the market. She came in offering clear strategies and advice to get my home sold quickly and at the best price possible. All around, she was wonderful to work with and I got more for my house than ever thought possible! I will definitely be contacting her again for any of my real estate needs.

- Mike Moore - Cambridge

Stephanie is great at what she does and is just a great person in general! My wife and I bought our house with her a few years ago and couldn't have been happier with our experience. There was never any pressure at all, she gave us advice based on her great knowledge but ultimately left decisions up to us, she spent lots of time with us to find the right place, communication was fast and she was a ton of fun too. We have recommended her to friends who have also bought with her and were very happy. We highly recommend Stephanie Catcher!

-Lucas Erdman - Maryhill

Selling and purchasing a home at any time, but, especially in today's market is stressful and exciting. With all of the legal and practical things that need to be considered...complete trust in your realtor/broker is key to making the process, anxiety free. We TRUSTED and felt SAFE at every step, from listing to close, while working with Steph. Her knowledge, experience, calm and assuring approach, is hands down the best we could have asked for. She was prompt with her availability and explained/ answered all questions and concerns with a genuine desire to give the best customer service possible. Thank you Steph!

-Laurie Molnar - Kitchener

CONTACT information

IF YOU REQUIRE ANY ASSISTANCE DURING THIS HOME SELLING PROCESS, PLEASE CONTACT ME!



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*I look forward to helping
you sell your property!*

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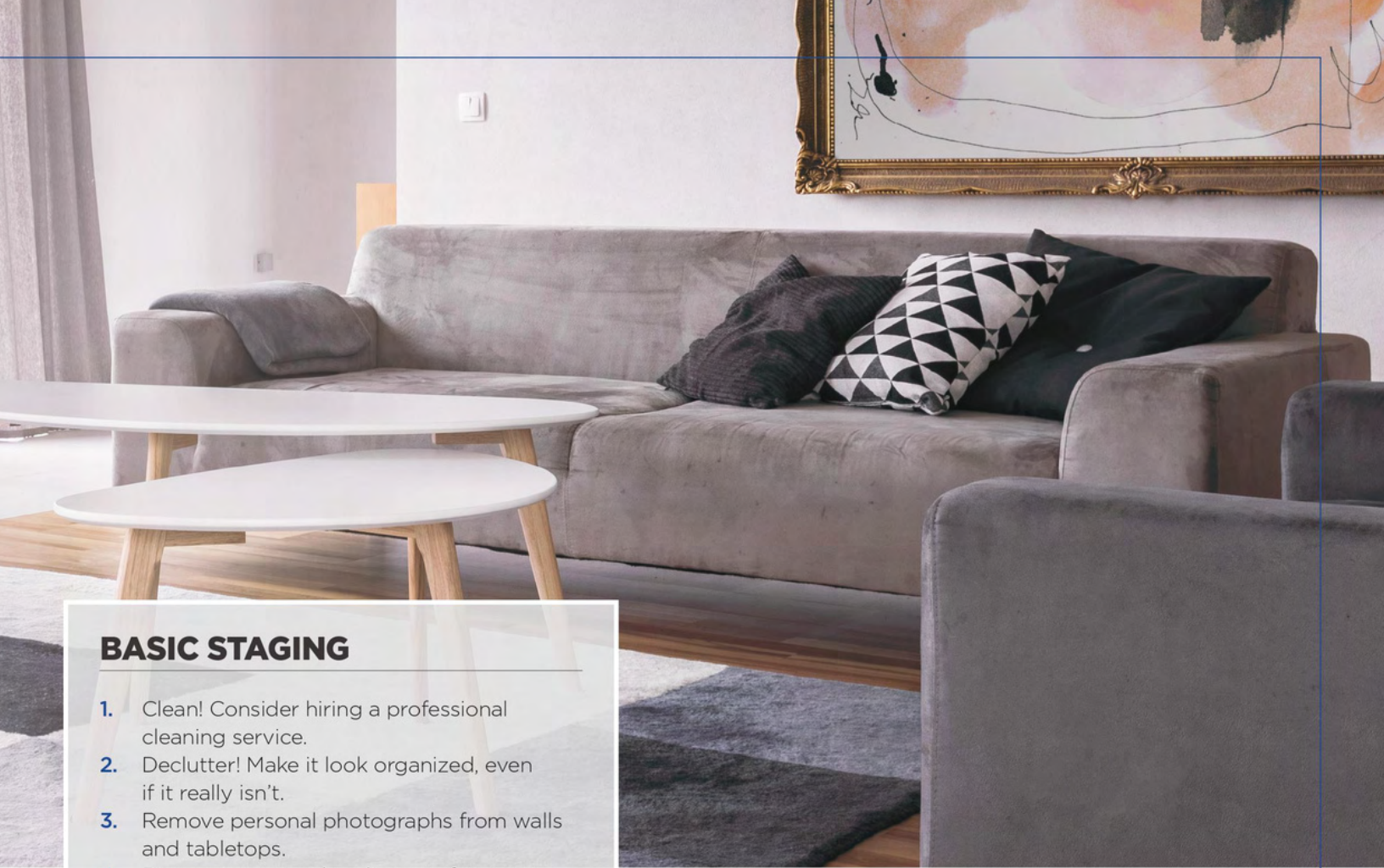
HOME STAGING GUIDE

A room-by-room guide
to help you stage your
home for sale.

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BASIC STAGING

1. Clean! Consider hiring a professional cleaning service.
2. Declutter! Make it look organized, even if it really isn't.
3. Remove personal photographs from walls and tabletops.
4. Remove oversized and excess furniture and area rugs.
5. Keep closets tidy! Prospective buyers will want to evaluate the home's storage capacity, and clutter creates the illusion of less space.
6. Let the sunlight in by opening blinds and curtains.
7. Replace burned-out, dim or flickering light bulbs.
8. Consider replacing dated light fixtures.
9. A fresh coat of paint will help renew the look and feel of any room. Choose 2 to 3 different neutrals to use throughout the whole house.
10. Don't forget the exterior!

MISTAKES TO AVOID

- Don't spend a lot of money. Be resourceful.
- Don't paint everything white. Opt for soft neutrals.
- Don't cover up architectural details such as windows or the fireplace.
- Don't try to hide odors with overpowering air fresheners and candles.
- Don't make the house too sterile by removing everything. Your goal is "inviting and livable."

PACK IT! STORE IT!

Plastic storage bins are great for items that may need to be stored for an unknown period of time. Store these off-site if possible. Consider renting a portable storage unit. Many companies provide these large containers that can be stored in their climate-controlled warehouse until you are ready to have it delivered to your new home!

Start with:

- personal framed photos, photo albums, trophies and awards,
- extra bake ware and cooking items,
- rarely used kitchen gadgets, cookbooks and small appliances,
- collectibles, figurines, special occasion dishware,
- extra or out-of-season décor items,
- out-of-season clothing, coats, boots and shoes,
- books, CDs, DVDs and games.

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Room By Room

Kitchen



The kitchen is the heart of the home, and it should be one of its biggest selling features. Ensure that it is clean, well-lit, and it should feel warm and welcoming.

- Remove magnets, photos and the children's art that's hanging on the refrigerator.
- Remove decorative items from the tops of cabinets which can make photos look cluttered.
- Remove everything from the counter tops, then add items back strategically.
- Accent a neutral space with something colourful, like a bowl of lemons or a nice bottle of vinegar.
- Lighten up dark corners with a white or bright object like a vase or a high-quality small appliance.
- Put away area rugs.
- Update the light fixture.
- Add self-adhesive LED lights under cabinets.
- Clean the oven/stove, microwave, refrigerator and garbage can to eliminate odors at their source.



Room By Room

Family Room

This room should feel spacious, relaxing and comfortable. Features to highlight, if your home has them, are the fireplace and up-to-date media systems. If your television is from the 1990s, get rid of it or buy a new one.

- Remove excess furniture to create the illusion of more space for entertaining family and friends.
- Pack up any toys that are cluttering the floor.
- Board games, video games, DVDs, remote controls and other items should be organized on shelves or in cupboards.
- Evaluate the lighting in the room. If needed, add a lamp or two, and replace dim light bulbs with brighter ones.
- Remove anything too casual or too personal, including beanbag chairs, family photos, sports trophies and, yes, the taxidermy must go!



STAGING CHALLENGE: PETS

Pets may be part of your family, but buyers may not be as receptive. If you can't remove the pet from the home, minimize evidence inside and out:

1. Deep-clean carpets and upholstery.
2. Put away all pet paraphernalia (dishes, toys, leashes, litter boxes).
3. Take your pet with you during showings.
4. If it's impossible to hide all the pet gear these items should be restricted to one low-traffic room.



Room By Room

Living Room



Is this the first room a prospective buyer will see? Make sure it wows them! Highlight the fireplace, hardwood floors or the beautiful view. Ideally, the television is not the focal point of this room.

- Remove excess furniture and arrange remaining pieces to enhance the flow of traffic.
- Group furniture for easy conversation.
- Remove outdated window treatments.
- Remove worn or shabby furniture or update it with slipcovers in neutral tones.
- A little decorating can make a difference in this room. Invest in some trendy accessories and throw pillows.
- Artwork should be high-quality and hung at eye level. Black-and-white photographs are neutral and can give a space a sophisticated look.

Room By Room

Bedroom

Focus on the master suite. It should feel like a restful sanctuary from everyday life.

- Rearrange beds so they are facing the doorway.
- Remove excess furniture and items such as heavy dressers, exercise equipment, pet beds, and medical equipment like C-PAP machines.
- Remove photos and other personal items.
- Make the beds with clean, coordinated linens in a solid colour or simple pattern.
- Remove half the items in every closet and make sure what's left looks neat and organized.
- In the master bedroom, think in pairs — two nightstands, two lamps, two pieces of artwork hanging over the bed.



Room By Room

Dining Room

- Remove excess furniture, such as a hutch full of collectibles. They can be distracting to potential buyers.
- Remove extra leaves from the table to make the room appear larger.
- Have no more than 4 chairs around your dining table unless your dining room is exceptionally large.
- Consider removing the rug from under the table.
- Update the light fixture. Many trendy, inexpensive options are available.
- Add a decorative centerpiece, such as fresh flowers, to the tabletop.
- Talk to your agent about whether setting the table will enhance this room.



Room By Room

Other Spaces



HOME OFFICE

Pack away piles of paper, especially any sensitive information such as passwords, confidential work documents and similar items. Keep cords out of the way. And just as in every room, remove clutter and excess furniture.

FRONT ENTRYWAY

Make sure it's completely clutter-free, with space for shoes and coats, depending on the season. If there's a table, add a floral arrangement or another single, beautiful decorative item.

GARAGE, LAUNDRY ROOM, BASEMENT

These are lower-priority areas but ensure there's no laundry hanging or piled up; ensure the washer and dryer are clean; organize tools/equipment and ensure there's enough room in the garage to park the car.

OUTDOORS

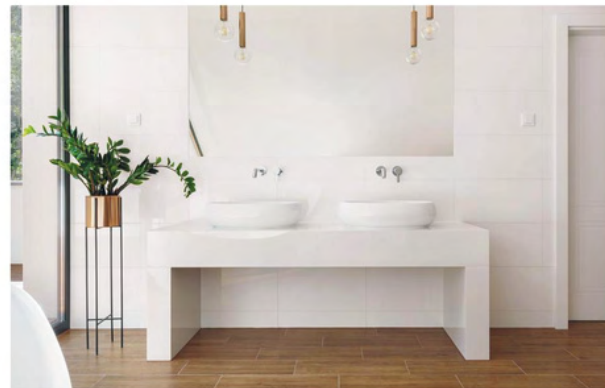
Your curb appeal makes a crucial first impression. Take the time to show off your yard, patio, deck, landscaping and the home itself, to generate the maximum level of interest and yield a higher return on resale!

- Power wash and/or paint the home's exterior.
- Trim landscaping and keep the lawn mowed at all times.
- Add fresh mulch to gardens.
- Add hanging baskets or potted plants by the front door.
- Repair any hazards, such as broken concrete.
- Remove toys, equipment and other objects from the yard and driveway.
- Make sure outdoor furniture is fresh, clean and ready to use.

CATCHER TEAM
LOVE LIVING IN KITCHENER WATERLOO

Room By Room

Bathroom



- Deep clean!
- Re-caulk around the tub and toilet.
- Replace old toilet seats.
- Hide all personal hygiene items and the garbage bin.
- Display fresh towels in a neutral colour.
- Run the fan to reduce humidity.
- Freshen the space with a small vase of flowers on the vanity.
- Remove toilet tank/lid covers.
- Only place one rug!
- Replace the shower curtain.
- Clear counter tops.

CATCHER TEAM
LOVE LIVING IN KITCHENER WATERLOO



STAGING CHALLENGE: KIDS

In children's bedrooms, decluttering is paramount. Moving can be tough on anyone, but especially kids. Make this process easier on them by including them in the process. Put them in charge of picking up and putting away their toys and games every day, focusing on high-priority areas like the living room, family room and kitchen.

In their bedrooms, declutter as much as possible. Clear toys off the floor, organizing them in baskets and bins for a quick clean-up. Children's rooms are often colourful and busy. Tone it down by removing personal photos, music posters and most plush toys. A fresh coat of paint will take care of any wear and tear on the walls.





Home. Cleaning

Tips

www.catcherteam.ca

Stephanie Catcher | 519-404-4834

#bleachpraylove



THE
cleaning
army
HANDBOOK



Your Toolkit

In order to get the work done, you need the right tools for the job. Do not cheap out and buy knock offs of these cleaners. This is an investment for your home.

These are the products we have tried and tested on thousands of homes. You can find our favourite products on [this](#) page. I may earn a small commission if you checkout from my links, at no extra cost to you.

Bleach

- Liquid Bleach
A 2%-10% sodium hypochlorite active ingredient is needed for disinfecting purposes.

Multipurpose Cleaner

- Tide Powdered Laundry Detergent
- Bar Keepers Friend
We prefer the liquid, but the powdered works as a paste too.
- Windex

Specialty Cleaner

- Easy-Off Oven Cleaner
- Weimans Stainless Steel Spray

Degreaser

- Mr Clean Yellow/Original
- Dawn Dish Soap Blue/Original

Cloths + Sponges

- Microfibre Cloths
- Paper Towel
- SOS Steel Wool Pads
- Sponges
- Scrub Brushes

Machine Power

- Vileda Spin Mop
- Swiffer Dusters
- Vacuum
- Horse Hair brush attachment

Other Tools

- Rubber gloves

ALWAYS READ AND FOLLOW LABELS,
all products and procedures are used at your own risk.



Cleaning Recipes

The following are the recipes we utilize when cleaning. It is your responsibility to know and understand what your home is composed of when choosing products.

We cannot make blanket statements pertaining to every single surface, you are working with chemicals and it is always best to err on the side of caution before using a new method. Test a small spot before you start scrubbing. ALWAYS open your windows when you clean. Turn on your fans. Move the fresh air through the home, be smart and stay safe.

GoCleanCo Recipe | Large Batch

- o 1 Gallon of water
- o 1/3 cup of bleach
- o 1 teaspoon of powdered Tide

Bleach rapidly breaks down in the presence of water and light, so there is no need to rinse after using these recipes. This also means you can't mix a huge batch for future use, as it will deteriorate within 24 hours.

GoCleanCo Recipe | Small Batch

- o 4 cups of water
- o 4 teaspoons of bleach
- o 1/2 teaspoon of powdered Tide

Shower Doors + Fixtures

Make this large batch mixture:

- o 1 cup white vinegar
- o 2 tablespoons of blue Dawn dishsoap

Mix in a spray bottle to spray on fixtures.

Mr Clean

We always use straight.



If you are confused about when to use bleach, we add it when it is time to disinfect. The germiest areas of your home need to be disinfected regularly. Unless specifically listed in the guide (grout, bathroom walls) it is up to your discretion where to use it.

Be careful around upholstery, carpet and wear old clothes when using bleach. These recipes follow CDC guidelines, are highly diluted and safe to use on most surfaces.

Do NOT mix bleach with anything besides water and Tide.



How To Clean Any Room: The Basics

Here @gocleanco, we do not surface clean. We refuse to offer it to our clients. Why?

Frankly, what's the point? Do the job right or don't do it at all. Take this mindset with you as you tackle each room.

1 Pick one room to clean.

That's it. Cleaning multiple rooms at once will only overwhelm you. You start in one room and stay here until you finish. Work your way through your home one room at a time.

2 Left to right, top to bottom.

Start in one corner of the room and look up. Work your way down and move clockwise through the room.

3 Section the room.

Break the room up into sections - counter area, dining area, etc. You don't need to do things twice because you know you have already cleaned under, around and on top of it.

4 Move everything.

Move everything you safely can alone - toasters, coffee makers, stools. If anything is too heavy, ask someone to help.

5 The furniture, too!

Pull all (moveable) furniture away from walls. Watch the floors! Ask for help!



6 Vacuum. No brooms allowed.

Vacuum each small section of the room as you move through it and put things back in place as you go. Vacuum all hard surfaces, ledges, baseboards, window tracks with your horse hair brush to pick up any dust.

Always vacuum before you wipe, wiping first only wets the dust and makes a mess. Vacuum the floors with your floor attachment.

Do not, we repeat, do not use a broom.

This will only create more dust and undo all your hard work! Brooms are not allowed here.

7 Water, bleach (if you want), Tide.

Get a bucket or your sink and fill it half full with hot water, 1 teaspoon of Tide Powdered Laundry Detergent and use a microfibre cloth.

If you want some extra disinfecting power, you can add a tablespoon of bleach to the bucket.

*It is safe to mix bleach and Tide, **NOTHING ELSE.***

Any bucket will do, do not over think the water to Tide ratio. Wipe the walls and baseboards, all surfaces as you move through each section of the space.

Keep an eye on your water and cloth. If it gets filthy, dump it out and start new.

Cleaning with dirty water is not cleaning anything.

8 You spin me right 'round, baby.

If you have hard floors, get your Vileda Spin Mop and fill the bucket to the line with hot water and 1 teaspoon of Tide Powdered Laundry Detergent.

Mop the areas of the floors you have already vacuumed and let it dry before you put back the furniture. This method works on all flooring types.

9 Take it back now y'all.

As you move clockwise through the room, put things back as you go. You will eventually end up back where you started at the beginning of the room.



10 Fluff those pillows.

Now the fun part: stage the room. When you walk into a room it should feel inviting - create a clear space you can freely walk into. If you have to move things again, so be it!

Make the space inviting; the less clutter, the better. Remove anything that feels like it doesn't belong.

11 For good measure.

Once the room is staged, get out the vacuum again!

If you missed any bits on the floor, suck them up and give the entire room one last run over.

One pass is not good enough for carpet, go over each area a few times to make sure you are sucking up all the dirt from deep down in the carpet. This is also where you can create your nice straight vacuum lines.

12 Mop again.

If you have hard floors, get some new Tide & water in your bucket. Mop the main surface area of your floors one final time.

Mop with the grain/direction of the wood, if you missed any particles vacuuming, use the mop to push them to the exit of the room and vacuum them up afterwards.

13 Vacuum take three.

If you are really crazy like us, we vacuum again after we mop to guarantee that the floors have nothing left on them.

14 SHUT THE DOOR.

If there is one, shut the door so you don't let any pets, children, or family members ruin your hard work.

15 Celebrate.

Have a beer or a glass of wine, order-in dinner. Tell your family if they make a mess they're evicted.



The Checklist

Now that you have your products and a breakdown of how to tackle any room, it's time to get to work.

On the next few pages is a list of every single thing you need to clean in your house. Yes, **ALL** of them. This list is what we use when we come clean for you. Photocopy it, or better yet, laminate it and use a dry erase to keep track and reuse it as you @gocleanco your home.

* Check out our Instagram highlights for tutorials on these ones!

The Kitchen

- Oven interior*
Easy Off (must be safe for self cleaning ovens, read your labels)
- Fridge interior
Tide + hot water
- Light fixtures
Windex if glass
- Tops of cupboards
Mr Clean
TIP! Once you've cleaned them, line your cupboard tops with parchment paper for easy future clean up.
- Dishwasher + filter*
Bleach ONLY. Anything else will foam and flood your kitchen. Wipe down inside and areas outside around it. Remove filter and rinse well. Add ½ cup of bleach to bottom of dishwasher and run a hot cycle.
- Range hood vents
Remove and soak with 1 dishtab overnight.
- Pantry floors
Vacuum + mop
- Pantry door and frame
Tide + hot water
- Organize and clean under sink
- Kitchen cabinets
Tide + hot water, if not greasy. If greasy, use Mr Clean to cut the grease, then rinse well with warm water cloth as it will streak.
- Cabinet handles
Tide + hot water
- Backsplash
Mr Clean, rinse, Windex to polish
- Sink
Bar Keepers Friend
- Kickplate
Tide + hot water
- Fridge*
Weimans on exterior
TIP! Line your fridge drawers with paper towel for easy future clean up!
- Garbage cupboard interior
Mr Clean
- Garbage can interior and exterior*
Bleach
- Baseboards
Tide + hot water
- Walls (spot wipe)
Tide + hot water
- Blinds
TIP! If you have slatted blinds in your kitchen, add a dish tab to hot water for wiping - it'll cut the grease!
- Window interiors
Windex
- Window sills
Tide + hot water
- Window tracks*
Mr Clean + paper towel to soak up dirt and mess
- Patio doors (interior and exterior)
Windex
- Patio door tracks
Mr Clean
- Table top and legs
Tide + hot water
- Chairs and legs
Tide + hot water
- Floors
Tide + hot water



Oven Interior

- Use self clean
Do not wait until your oven is horrible, do this every couple of months so it doesn't get bad.
- Remove racks
Soak with 3-4 dishwasher tabs in a Rubbermaid bin in your bath tub overnight. May still require scrubbing.

⚠ Never leave a self cleaning oven unattended.
Leaving oven racks during self clean will ruin the finish.

Stovetop | Gas Range

- Remove grills and black burner covers
Soak with 3-4 dishwasher tabs in a Rubbermaid bin in your bath tub overnight. May still require scrubbing.
- Scrub aluminum burners
Bar Keepers Friend
- Spray burnt on food with Easy Off
Let sit for 20-30mins, wipe off.

⚠ Do NOT scrub your stove top with anything abrasive, it will scratch. Spray and wipe until stains are gone - will also work on scorch marks.

Stovetop | Glass

- Spray burnt on stains with Easy Off
Let sit for 20-30mins, scrub off gently with an SOS pad.
- Repeat
Until all stains are gone.

- Rinse
with warm water and a cloth
- Polish
with Windex to polish and shine

Stovetop | Electric

- Remove rings and drip trays
Soak with 3-4 dishwasher tabs in a Rubbermaid bin in your bath tub overnight.
- Spray stovetop with Easy Off
Let sit for 20-30mins, wipe off with warm water + cloth.
- Repeat
Until all stains are gone.
- Rinse
With warm water and a cloth.
- Polish
With Windex to polish and shine

Countertops

- Granite
Tide + hot water - add bleach when you want to disinfect, or use diluted on granite if sealed (this is good for stains).
 - Quartz
Tide + hot water - add bleach when you want to disinfect, or use diluted on quartz if sealed (this is good for stains).
 - Laminate
Bleach, Tide + hot water
 - Marble
Dish soap + hot water
- ⚠ Do NOT use bleach on marble.

Microwave

- Mix 1 cup of water + 1 to 2 tbsp of vinegar in a bowl
Microwave for 3 to 5 minutes, but keep an eye on it as it will boil over.
- Remove bowl + wipe out microwave with paper towel.

⚠ Use oven mitts to remove, bowl may be hot.



Bathrooms

TIP!

Vacuum the entire bathroom first, baseboards, toilets, counters, tubs to get rid of hair and lint.



We use bleach in bathrooms. You need to disinfect them on every single clean. TURN ON THE FAN AND OPEN ANY WINDOWS.

- Ceiling fan cover*
Vacuum
- Light fixtures
Windex
- Wipe the exteriors of all cabinetry
Bleach, Tide + hot water
- Interior window
Windex
- Window sills
Bleach, Tide + hot water
- Window tracks*
Mr Clean
- Baseboards
Bleach, Tide + hot water
- Walls
Bleach, Tide + hot water
- Light switches
Bleach, Tide + hot water
- Toilet*

TIP!

Bar Keepers Friend beats toilet bowl cleaner. Close the seat on your toilet brush to let it drip-dry.

- Polish toilet paper holder
Windex
- Polish towel rack
Windex
- Change/laundry towels
- Sink
Bar Keepers Friend
- Counters
Bleach, Tide + hot water
- Toothbrush holder
- Mirror
Windex
- Garbage can
Bleach
- Bathtub
Bar Keepers Friend

TIP!

Elastic vinegar + water in a plastic bag over your showerhead and let it sit. Make sure all nozzles are covered!

- Shower doors + fixtures*
Vinegar + blue Dawn Dish Soap. Spray on and let sit for at least an hour (maybe overnight if you are a true dirty bastard). Scrub with soft side of sponge, and rinse with hot water. Squeegee the glass. Once fixtures are rinsed, polish with Windex.



Do NOT scrub your fixtures with anything abrasive, it will scratch.

- Wipe down doors, knobs + door frame
Bleach, Tide + hot water
- Floors - by hand is better, for corners etc.
Bleach, Tide + hot water. Omit bleach if floors are marble.
- Tile Grout
Bleach, Tide + hot water. Omit bleach if floors are marble.
- Vacuum again once dry



The Laundry Room

- Washing machine*
Windex exterior of machines, see below for interiors
- Dryer
Vacuum lint trap, Windex exterior
- Vacuum and/or scrub baseboards
- Organize shelves
- Clean sink
Bar Keepers Friend
- Window interior
Windex
- Window tracks*
Mr Clean + paper towel to soak up
- dirt and mess
- Spot wipe walls
Tide + hot water
- Blinds
Tide + hot water

Washing Machine

- Scrub seal
Pour straight bleach into seal area and scrub with a scrub brush
- Sanitize
Dump 1 cup of bleach in and turn on the hottest, longest cycle

Front Loader Filter

- Empty
Locate your machine filter trap door (Google make and model if needed), and empty the black hose into a bowl
- Clean
Twist + remove filter. Bleach it, and replace tightly
- Do this once a month.

Bedrooms

- Tidy
- Ceiling fan
Wet dust with microfibre cloth
- Interior windows
Windex
- Window sills
Tide + hot water
- Window tracks*
Mr Clean
- Baseboards
Vacuum with horse hair brush
- Floors
Tide + hot water
- Dust hard surfaces
TIP! Use the horse hair brush on your vacuum for this one!
- Vacuum mattress
- Change sheets and make the bed
- Spot wipe walls and light switches
Tide + hot water
- Doors
Tide + hot water
- Door frame
Tide + hot water
- Garbages
Bleach
- Vacuum and mop floors
Tide + hot water



The Big Day

Moving day is exciting, but significantly less enjoyable when you wake up and realize you don't know where you packed your coffee.

Here are some items to add to your cleaning toolkit for the move-out clean, and some to keep within easy reach for the big day. We've added some extra space for you to add your own notes, too.

Move Out Clean Supplies

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Paper towel | <input type="checkbox"/> Broom |
| <input type="checkbox"/> Garbage bags | <input type="checkbox"/> Vacuum |
| <input type="checkbox"/> Ladder | <input type="checkbox"/> Mop |
| <input type="checkbox"/> Extension cords | <input type="checkbox"/> Cleaning kit |

The Essentials

- Towels
- Coffee cups
- Coffee maker + coffee
- Utensils
- Dishes
- Paper towel
- Toilet paper
- Personal items
- Phone chargers
- Screwdriver
- Bedding - pillows, blankets

TIP! The full #cleaningarmy toolkit is in our Handbooks!

Still need one? [Grab it here!](#)

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____



Moving Cleaning

The industry "broom-swept" standard is a term we don't like, but we believe in karma. Moving can be rough, so we've put together a master checklist to take some of the load off your mental to-do list.

NOTE: Don't kill yourself on floors, they get dirty in 3 minutes. When you are done a room, shut the door and stay out. Movers (or you) will walk all over the floors! Don't get us wrong, CLEAN THEM WELL, but you can't mop behind everyone. This is a losing battle you don't have time to fight.

The Kitchen

- Light fixtures / Ceiling fans
Remove light fixtures, wash in the dishwasher if safe
 - Pot lights and sockets
Dust, and replace any burnt out bulbs
 - Cabinets
Don't forget the TOPS
 - Cabinet handles
Clean and polish
 - Kickplate
Vacuum and scrub
 - Drawers
Clean inside and outside
 - Backsplash
Clean and polish, scrub grout
 - Range hood
Clean
 - Stove top
Clean and polish
 - Stove exterior
Clean and polish
 - Oven interior
Clean
 - Oven exterior
Pull out - watch the floors!
 - Fridge exterior
Pull out - watch the floors!
 - Dishwasher and filter
Scrub with bleach, anything else will foam!
- TIP!** Your #cleaningarmy Handbooks have checklists, tips and how-tos by room!
Still need one? [Grab it here!](#)
- Vacuum and wipe under sink
Don't forget the plumbing!
 - Countertops
Clean stains including under lips/ledge
 - Pantry
Vacuum and wipe shelves, floors, door and frame (do not forget the baseboards)



The Kitchen

- Garbage cupboard
Drawers, tracks and cupboards
- Appliances
Polish
- Sink
Polish, don't pack your drain stoppers like I did...
- Walls
Wipe, check for paint touch ups
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Patio door screens + tracks
Dust, interior door and tracks cleaned
- Baseboards
Vacuum and scrub, check for paint touch ups
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum twice
- Appliance user manuals
Leave all in sight



The Bathrooms

- Shower / Tub
Clean including ledges and top of tile surround
- Shower curtain
Wipe top of curtain rod and remove your shower curtain and liner
- Shower head and faucet
Descale hard water stains
- Toilet
Clean, including plumbing, then polish
- Cabinets
Vacuum and clean inside and outside, remove any stains on floor, wipe plumbing
- Drawers
Vacuum and remove stains from make-up or hair products
- Medicine cabinet
Vacuum, scrub interior door and shelves
- Sink
Polish faucet and taps
- Mirrors
Clean and polish
- Towel racks
Polish
- Toilet paper holder
Polish
- Light fixtures
Polish, replace burnt out bulbs, wash in dishwasher if safe
- Walls
Wipe and check for paint touch ups
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Baseboards
Vacuum and scrub, check for paint touch ups
- Grout
Scrub
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum and hand wash to get in the seams of wood floor or grout
- Toilet paper for new owners



The Bedrooms

- Light fixtures / Ceiling fans
Remove light fixtures, wash in dishwasher if safe
- Pot lights and sockets
Dust and replace any burnt out bulbs
- Walls
Wipe, check for paint touch ups
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Baseboards
Vacuum and scrub, don't forget ones in the closet. Check for paint touch ups.
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum and mop, including closet
- Closets
Wipe down shelving and racks
- Interior closet doors
Clean
- Carpets
Slow vacuum. If staging to sell, get your carpets professionally cleaned.

Living Room

- Light fixtures / Ceiling fans
Remove light fixtures, wash in dishwasher if safe
- Pot lights and sockets
Dust and replace any burnt out bulbs
- Walls
Wipe, check for paint touch ups
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Baseboards
Vacuum and scrub, check for paint touch ups
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum and mop
- Shelving cabinets
Wipe down
- Fireplace
Clean exterior (leave the interior to a pro)
- Carpets
Slow vacuum. If staging to sell, get your carpets professionally cleaned.



Laundry Room

- Interior of machines
Note: we do what we can to remove mold, but it does not always come off
- Exterior of machines
Pull out - watch the floors!
- Dryer
Vacuum and wipe out
- Pedestals
Vacuum and wipe out
- Sink
Clean and polish
- Light fixtures
Polish, replace any burnt out bulbs
- Walls
Wipe, check for paint touch ups
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Baseboards
Vacuum and scrub, check for paint touch ups
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum and mop

Common Areas

- Light fixtures
Polish, replace any burnt out bulbs
- Walls
Wipe, don't forget hallways and entryways. Check for paint touch ups.
- Doors and tops of frames
Wipe, including hinge dust
- Windows interior / exterior
Polish and scrub tracks
- Window screens
Remove and clean
- Window coverings (if leaving)
Vacuum, dust or wash
- Baseboards
Vacuum and scrub, check for paint touch ups
- Floor and wall air vents
Vacuum, run vents through dishwasher if plastic
- Floors
Vacuum and mop
- Carpets
Slow vacuum. If staging to sell, get your carpets professionally cleaned.
- Area rugs
Roll up, clean underneath, put back if staging.



Garage

- Shop vacuum floor
If you don't have one, try to borrow one. It makes all the difference. DO NOT use your house vacuum in the garage, you will destroy it.
- Garage door frame
Clean
- Windows interior / exterior
Polish and scrub tracks
- Garbage bins
Clean out and store neatly if they stay with the house (check with your municipality)
- Light switches and Garage door opener
Wipe down
- Shelving and storage
Clean

Furnace / Storage Room

- Shop vacuum floor
- Shelves
Wipe
- Appliances
Wipe or vacuum - water tank, furnace, AC unit
- Pipes
Wipe or vacuum
- Furnace filter
Change, and leave a post-it with the date for the new owners



Front Door / Porch

- Doors and tops of frames
Wipe on both sides including hinge dust
- Railings
Wipe down and sweep spider webs
- Door handle
Polish
- Doorbell
Wipe down
- House number
Polish
- Mailbox
Wipe down and polish
- Exterior
Rinse off, make sure it stands out!
- Outdoor rugs
Vacuum, wash if possible... hello Ruggable®.
- Porch
Sweep and/or pressure wash
- Outside light
Remove if you can, wash in dishwasher if safe
- Front sidewalk and driveway
Sweep and/or pressure wash

Back Door / Patio or Deck

- Doors and tops of frames
Wipe on both sides including hinge dust
- Outdoor rugs
Vacuum, wash if possible... hello Ruggable®.
- Planters, flower pots, kids toys
Put everything in it's place - pack them up or donate
- Patio furniture
Wipe down and stage. Make it a calm, relaxing space you'd want to spend time in
- Outside light
Vacuum out any bugs or dust. Polish fixture and glass, replace any burnt out bulbs or broken glass.
- Patio and deck area
Sweep and/or pressure wash, you can also use a shop vacuum
- Decks with panel windows
Clean the glass and railings
- Railing and fencing
Sweep / pressure wash away spider webs
- Trees, bushes, hedges
Trim or prune
- Lawn
Mow and pick weeds

