What to Expect When Selling

Once your home is under agreement, closing day can arrive faster than you expect.

You will need to update your **smoke detector and carbon monoxide detector equipment** so that we can schedule your smoke inspection. This should be done as soon after listing as possible.

Once we have your house under contract, it is time to schedule those movers! It might seem like your closing day is really far away, but that time really flies by. The buyer usually does their final walk-through the evening before closing, or early on the morning of closing day. At that point, they are expecting to see a broom-swept clean home with all personal property removed, and in the same condition as it was at the time of the home inspection with all negotiated repairs complete. If the buyer is not satisfied, this could delay closing and lead to a monetary holdback of thousands of dollars- something none of us wants to see. **Plan on having your movers come the day before closing or earlier, so that the home is clean and ready by 5:00 pm the day before closing.**

What is broom-swept clean condition?
Broom swept clean, at a minimum, means the property should be free of all personal items and debris. Ideally, floors should be swept or vacuumed and all surfaces wiped clean.

Gather up all keys, remotes, and appliance documents as you clean and leave them in one spot for the buyer.
After closing - make sure that you have your mail forwarded and cancel any oil or propane auto-deliveries.

Name/Date: _____ Name/Date: _____

RE/MAX Liberty

Countdown to Closing!

___Check smoke and carbon monoxide detectors work and are the **right type**. Newer regulations may require you to install a different type and in a different location than you currently have. You will also need house numbers visible from the street for emergency crew to locate your home. We will schedule the inspection once the equipment is updated.

___ Will you be using your own attorney to review the P&S and prepare the deed or would you prefer the closing attorney to prepare the deed (price varies)? Call your attorney to see what the actual charge would be.

___ If you own a condo, we have probably already requested a lender's condo questionnaire and other lender-required documents from the management company or condo association. A 6-D certificate showing that your HOA dues are paid through closing will be required by law. This is usually requested at least 2 weeks before closing to allow for mailing time. The closing attorney will need a paper copy of the 6D certificate. Please talk to us about these after the P&S is signed.

___If you have a mortgage and/or equity line of credit on the property, the closing attorney will need your account #'s, Bank name & address & your social security #'s to obtain payoff info. You should receive this request at least a week before closing. **Please do not send your Social Security number electronically—call and give it verbally to the closing attorney's office.**

___ We will arrange final water, sewer & oil or propane readings with you about 10 days ahead of your closing. We will confirm with you what the final water and sewer charge to you is and what the adjustment for oil will be. Please ask us to review this with you a day or two before the closing.

___ We will contact the closing attorney and notify you when, where & what time the closing will be held. This procedure has changed too. Some sellers are required to sign certain documents with their attorney ahead of time or remain in their car and sign from the parking lot. These policies are set by the attorneys.

___ Notify the Post Office of your change of address a week before closing.

___ Notify the gas/electric company (if applicable) 7 days prior to the closing date. Let them know the service will be switched over to the new buyer as of the closing date. Make sure auto deliveries of oil have been cancelled.

___ Change your phone and cable to your new address.

___ Notify your insurance company to cancel your home owners insurance on the property. Confirm the completed closing and appropriate cancellation date with your insurer.

___ Plan to be out of the property the day before the closing. **The home should be in a broom clean condition (check with us if you need to clarify what this means).** The buyer will be doing a final walk through and the property needs to be in a condition similar to what was observed at their last visit.

___ We will review the closing disclosure (prepared by the closing attorney) with you sometime before the closing to confirm the proceeds from the sale if we receive it.