

PETER WARE'S HOME SELLERS PRE-LISTING CHECKLIST

People to inform

- Inform Solicitor
- Inform Mortgagee (Bank)

Next- Make your home easy to buy – Watch my video - *“Make Your Home Easy to Buy”*

- Order a LIM Report from your local council
- Arrange to have a Building Inspection Report Done.
- Get a copy of the building file from the council if not part of the LIM.
- Manuals for all appliances
- Supply receipts and certificates

Note: Many buyers require a building inspection report and a LIM report for their finance. If the home seller provides these reports the purchaser is able to offer a slightly higher price and best of all their contract may have less or even no conditions.

No Surprises: If the home seller commissions the building report, they find out in advance if there are any issues with their home. They then have the opportunity to fix the issue or disclose this to the buyers so the buyers can make their offers based on the home having an issue.

This a much better situation than having your home under contract, conditional on the building inspection report. The buyers report will show up the issue and the contract may fall over or the seller may be in the awkward position of having to renegotiate and “unreasonable "new price.

Interior Minor Repairs & Maintenance

Complete all minor repairs – The builders report will highlight important issues but go through the following list to make sure buyers have a hard time finding deferred maintenance which may end up being bargaining chips. Watch the video: Buyers Expectations

Lighting & Power

- Bulbs and fittings
- Switches and power outlets (replace broken or faulty units)
- Exterior Sensors

Windows

- Cracked or broken panes
- Catches should be working freely
- Windows open and close nicely
- Cat doors
- Curtains Drapes and Blinds – make sure they are working properly

Doors

- Catches & Locks
- There needs to be a key for every lock.
- Open and close nicely – no catching.
- Kitchen cabinet doors & drawers.
- Wardrobe doors – Rollers.
- Ranch-slider door locks and rollers.

Plumbing

- Taps/washers
- Shower Heads & Hoses
- Shower Doors
- Toilets/ washers/seats
- Sink wastes
- Outside Taps – Not leaking and working nicely

Wood burners and Open Fires

- Have chimneys swept and fire box checked and repaired if required.

Appliances

- Heaters/Heat-Pumps – Are they due for maintenance? Do the filters need cleaning?
- Extractors
- Cookers/Hobs & Ovens – Watch cleaning video
- Dishwasher – A common problem is that dishwashers have broken handles and other parts.
- Waste-master
- Garage Opener and remotes – One remote is okay but two are normally supplied.
- Heated Towel Rails
- Under-floor heating
- Boor Bell

Miscellaneous Fixtures

- Doorstops
- Toilet Roll Holder
- Soap dishes

Exterior Minor Repairs & Maintenance

Fences

- Repairs
- Paint

Gates

- Catches
- Open & close nicely
- Repairs
- Paint

Letterbox

- Looking Good? The first thing most buyers see
- The Catch
- Hinges
- Does it need a key?

Plumbing

- Spouting -Cleaned out and fix leaks
- Gully Traps clean and fresh and in good repair
- Garden taps – leaking?
- Irrigation all working
- Bore Pump?

Driveway

- Potholes
- Lichen – Spray and walk away
- Spraying for weeds

Gardens

- Lawns
- Weeding
- Pruning

Cleaning Schedule (Interior)

Ceilings

- Wash if required – consider repainting if too shabby

Walls

- Wash Painted Walls – If paintwork is damaged or worn, consider repainting

Windows

- Clean all windows – inside and outside – also the reveals and sills (Do the sills need repainting?) The difference clean windows make is immense. It is well worth keeping on top of this throughout the listing process.

Doors

- Wash down all doors and handles. Doors can get quite grubby where people touch when opening and closing. Also, the tops of the doors and architraves, also where the hinges are.

Light fittings and power outlets

- Clean carefully and remove paint splatters if possible. I strongly advise turning off the power while cleaning electrical switches and power outlets.

Skirting Boards

- Remove dust and wash as necessary. Paint any areas where there has been wear and tear

Appliances

- Wash down all appliances and whiteware. Remove all fridge magnets from whiteware. This will be covered more in “house dressing” section.
- Stoves can require extra effort. Every buyer looks at the stove and oven. So, make them shine. If you have a free-standing stove, pull it out and clean all around the unit and floor. Stoves can be challenging to get back to looking near new and you might consider paying a professional to clean and bring it up to scratch.

Kitchens and Bathrooms

These are the two areas that can make or break a buyer’s interest in a property. They should be extra clean and shiny. Don’t just clean, raise a shine. It will pay big dividends.

Bathrooms

- Showers – Make sure all mould and soap scum are gone. The drain is clean and clear.
- Toilet – If you seat is old and discoloured or marked it is well worth the investment in a new seat.

Kitchens

- Pay special attention to sinks and especially the drain.
- Appliances covered earlier

Carpets

- Have them cleaned. Don’t skimp on this are, get the best professional you can. A newly cleaned carpet can transform your home, especially if you have a dog or other pets

Cleaning Schedule (Exterior)

House exterior

- Wash down all spouting and exterior paintwork

Roof

- If you don't already, have your roof sprayed for moss and lichen. This needs to be done well in advance to see the benefits as it takes a while for the debris to wash away in the rain.

Windows

- Clean regularly while on the market

Doors

- Wash down all doors and handles – Doors can get quite grubby where people touch when opening and closing.

Patios and Decks

- Depending on the surface – either waterblast, spray and walk away or other suitable product and re-stain if necessary. A good-looking deck or patio pays big dividends on re-sale.

Out-buildings and garages

- These should be clean and tidy – No cobwebs or dirty floors. Sounds pointless but gives the impression the whole place has been cared for.

Your next mission is to prepare the home ready for viewing. This is covered in separate document – Dressing your home for success. I will forward this document to you in a few weeks. If you need it sooner, please email me:

peter@voyleandco.nz Good luck with your preparation!

Note: Unfortunately, these days, not all buyers look forward to doing work on a home they are purchasing. They just want to walk in and start enjoying it.

As we lose our “No 8 wire” abilities more and more in this changing world, most people have to pay to get things done instead of doing it themselves. *Herein lies the problem.*

When a buyer sees things that need repairing or maintaining, they always estimate the cost of doing this at a much higher value than it usually is. Plus, they don't want to do it in the first place.

This leads to the buyers discounting the value of the home by much more than should be the case.

So, just like painting and decorating, the better the preparation, the better the final result will be. That means lots more money in your pocket.

Good luck with your home preparation and look out for my video series on topics contained in this checklist. Please feel free to email me if you have any questions or would like me to cover topics I may have not included. Also, if you see any typo's

Best regards

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