



Staged Checklist

Staging Starters

- Stand in the doorway to every room and try to look through the eyes of a buyer.
- Clean all areas thoroughly.
- Clean or replace carpet with a neutral color.
- Check to ensure all light fixtures and smoke detectors are working properly. Replace bulbs and batteries as needed.
- Repair or replace broken light switches and switch plates, clean any dirt around them.
- Repair and repaint cracks and holes on all walls and ceilings.
- Open curtains and blinds for showings to let in light and show off views.
- Remove excess pillows and throw blankets from couches and chairs.
- Pack up valuable items and collections.
- Clean fireplace and glass doors, clear clutter from the mantel and hearth.
- Create more space by removing furniture if necessary.
- Wash windows and make sure they are working properly.
- Repair or replace any broken items to show that your home is well cared for.
- Reduce the number of books and family photos.
- Reduce the number of wall hung photos or artwork, make sure they are hung at eye level.

Living Room, Family Room, Den, Bonus and Rec Rooms

- Living room should be sparsely decorated.
- Declutter coffee tables, end tables, and all other surfaces.

Dining Room

- Clean and declutter the dining room table except for one centerpiece.
- Remove tablecloth, extra leaves, and extra chairs to maximize the size of the room.
- Reduce the number of items on all other surfaces, including buffets and shelves.

Kitchen

- Declutter countertops, window ledges and all other surfaces.
- Store small appliances and anything not used on a daily basis out of sight.
- Clean and repair countertops, including edges that have been damaged or come unglued.
- Clean tile grout.
- Remove all items from the front of the refrigerator, truly necessary items should be put on the side of the refrigerator.
- Thoroughly clean the stove top and oven, replace burner pans if necessary.
- Clean exhaust fans, filters, and hoods.
- Remove the knife block.
- Clean kitchen sink and floors and keep them clean for showings.
- Ensure that the kitchen faucet is clean and working properly without any drips.
- Remove area rugs, if space permits place one large rug in the middle of the kitchen.
- Empty garbage regularly.
- Move pet food and water dishes so they don't affect buyers walking around the room.

Master Bedroom

- Make the bed every day.
- Invest in a new bedspread if necessary.
- Declutter all surfaces, including bedside tables and dressers except for a few necessary items.
- Keep closet doors closed.
- Keep walk in closet floors clean and free of laundry and clutter.
- Keep the number of photos and artwork to a minimum.

Hallways

- Declutter if necessary.
- Dust for cobwebs and vacuum. Remove runners and rugs.

Additional Bedrooms

- Follow master bedroom guidelines.
- In children's rooms, declutter and store toys out of sight.
- Take down all posters and artwork except for one over the bed.
- Repair cracks and nail holes and repaint if necessary.

Laundry Room

- Clean and declutter
- Store soaps and cleaners out of sight or reduce the number and organize them neatly on a shelf.
- Remove any hangers or hanging laundry.
- Make sure the room is bright and clean.

Bathrooms

- Thoroughly clean the entire bathroom.
- Declutter. Clean off counters and reduce toiletries to a few decorative items. Place them on a tray or decorative basket.
- Place a clean bottle of liquid hand soap by the sink.
- Coordinate all towels with one or two neutral colors, fold in thirds.
- Remove excess products from the shower.
- Clean or replace the shower curtain, keep it closed.
- Clean and remove any mold or stains.
- Remove any toilet lid covers and keep the lid down every day.
- Apply fresh caulk around the sink, shower, and/or tub.
- Remove rugs, except for one larger rug in the middle of the room.
- Store all cleaning supplies and garbage can under the sink or out of sight.

Closets

- Declutter
- Make sure closets can be opened without items falling out.

Basements

- Check for any smells, musty odors, and dampness. Repair and clean problem areas, use a dehumidifier, room deodorants, and/or disinfectant sprays.
- Condense storage into one area of the basement.
- Repair and/or repaint any cracks in the ceilings and walls.
- Clear any drains.

Garage or Carport

- Completely clean out the carport.
- Sweep and organize the garage, keep any storage in the garage organized and neat.
- Keep garage doors down while the home is on the market.
- If not used for storage, park cars in the garage.
- Move boats, RVs, or other vehicles to a storage facility or alternate location.

Outside of Home

- Walk across the street and look at the home through the eyes of a buyer.
- Power wash outside of home if needed.

Trim and House Paint

- Determine if the front door and trim need painting or repair.

Decks, Porches, and Patios

- Power wash patio.
- Sweep decks, walks, and porches and keep them swept.
- Remove any moss.
- Clean and declutter decks, porches, and patios. Remove old flower pots, grills, charcoal, toys, construction material, garbage, and any excess furniture.
- Create one "room setting" of clean outdoor furniture that will be inviting to buyers.

Roof

- Clean all debris, moss, and leaves from roof and gutters.

Fences

- Repair any broken areas of the fence and repaint if necessary.

Landscaping

- Consider the curb appeal of your home. Trim all overgrown trees and shrubs. Trim tree branches from the roof line and cut bushes to window height to prevent them from blocking light and views.
- Rake and weed flower beds. Remove and replace dead plants.
- Spread new mulch or landscaping rocks as needed.
- Keep the lawn mowed on a weekly basis during the growing season.
- Move all children's toys to the back yard.
- Clean, sweep, or power wash paved driveways. Rake, weed, or re-gravel gravel driveways.

I certify that all applicable criteria for Staging have been met for this home.

ASP™ Seller

Company Property Address

Date Date