



Seller Checklist:

CLOSING DAY

ALEXANDRA THEIS
Realtor®/Broker

ABODE
SOUTHEAST PROPERTIES

kW GREATER DOWNTOWN
KELLERWILLIAMS. REALTY

BEFORE CLOSING

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Confirm all agreed upon repairs (if any) have been completed. Send any invoices and proof of repairs to Alexandra.

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Schedule cancellation of homeowner's insurance policy for right after closing.

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Schedule cancellation of all utilities under your name for right after closing.

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Locate all house keys, garage remotes, gate cards, mailbox kets, & alarm information (make copies if needed).

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Complete final walkthrough 24-48 hours prior to closing (if possible)

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Deep clean home for new owners (not required, but always appreciated).

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Confirm closing title company location & time of closing appointment

NOTE:

Some steps may not be applicable to your transaction. Always defer to your agent for any questions.

CLOSING DAY



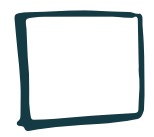
Ensure all appliances, fixtures, furniture, etc that conveyed with home/are in the contract are present. Remove personal property.



Leave any and all appliance manuals, warranties, and service records.



Quick wipe-down of surfaces/windows/mirrors. Almost there!



Bring to closing: keys/garage remotes/gate cards etc, valid government-issued photo ID

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POST-CLOSING

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Ensure homeowner's insurance and all other policies, leased appliances, and/or scheduled appointments (i.e. once-a-season pest control) have been cancelled or returned.

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Ensure utilities have been taken out of your name.

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Change mailing address.

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Renew ID to reflect current address (and renew license plate if moving out of state).

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Save copies of all closing documents.

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