

Seller Documents – The Next Step to Listing Your Property

Attached you will find the documents we need to prepare for listing your home.

This packet includes both helpful overview materials and the official disclosure documents required to move us forward in an organized, professional way. Completing these early allows us to position your home properly and helps buyers feel confident when making strong offers.

Included in this packet:

- **What I Do for You as Your Agent**

This outlines exactly how I guide you from pricing strategy through closing oversight. It also includes a simple one-page checklist so you can see the process clearly from start to finish.

- **NH Brokerage Relationship Disclosure Form**

This is a state-required document explaining your rights as a customer and the additional protections you receive once we formalize the client relationship. We need this completed now so we can have full client-level discussions.

In addition, there are required property disclosures. These become part of the purchase and sale contract, so accuracy matters.

Please complete the following to the best of your ability:

- **Property Disclosure**

This is the primary seller disclosure form. It allows buyers to understand what you know about the condition and history of the home. Under New Hampshire law, you must answer each question honestly. If you do not know an answer, select “Unknown.” Every section must be completed, each page initialed, and the final page signed and dated. Buyers will later initial and sign to acknowledge receipt.

- **Property Disclosure Rider**

Required only if the property is part of a condominium or homeowner association. Some information may need to be obtained directly from the association.

- **Video & Audio Recording Equipment Disclosure**

State law requires acknowledgement regarding recording devices on the property.

- **Lead Paint Disclosure**

Required for any residential property built prior to January 1, 1978. I have also included the required EPA lead safety pamphlet.

Next Steps:

Complete the DocuSign packet first by initialing and signing where indicated.

Then print the disclosure documents that require your detailed responses.

Complete those disclosures in full, initial each page where required, sign and date the final page, and scan them back to me.

If any questions come up, just let me know. I'm happy to walk through anything that needs clarification.

Thanks,

Bill Kibby
RE/MAX Realty One
603-828-5724
kibbyhomes@gmail.com

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