



TIPS WHILE SELLING YOUR HOME

- Lawn:** keep grass cut, watered and weed-free
- Garden:** prune hedges & keep well maintained. Add annuals in the spring in the garden or in pots
- Snow:** keep walkway clean of ice and snow
- House Cleaning:** hiring a professional cleaning service, once every few weeks while selling home
- Pets:** Have pets stay at a friend's house during viewings and remove pet droppings on yard
- Light:** keep on lights and open drapes
- Music:** play during showing
- Leave:** buyers feel awkward when home owners are present

PREPARING FOR MOVE

You may be able to claim some of your moving expenses on your tax return if you moved 40km closer to your work, see: www.cra-arc.gc.ca/tx/ndvdl/lf-vnts/mvng/menu-eng.html

The check list below gives some ideas to remember before moving with an approximate time period.

2 months

- Packing Supplies:** order boxes, tape, wrapping tissue and pens
- Non-Essential Items:** pack infrequently used items
- Take Inventory:** insurance value
- Consume items:** use older items & limit buying new
- Hazardous Chemicals:** dispose of flammable or hazardous chemicals (aerosol can, paint, cleaning and lighting fluids)
- Research:** your new community
- Moving Companies:** contact and get quotes
- Budget:** for moving expenses (rental, food, accommodations, etc.)
- New Layout:** Consider room arrangements
- Medical/Dental Records:** gather and get referrals to new practitioners
- Children's School Records:** arrange transfer
- Veterinarian Records:** arrange transfer or get copy

- Insurance Company:** call to determine policy or rate changes for new property and if moving damages are covered under your policy
- Gyms/Clubs Memberships:** cancel, move or sell
- Storage:** schedule for any short-term or long-term
- Landlord:** give notice, min 60 days for monthly tenancy (see: www.ltb.gov.on.ca)

1 month

- Notify:** friends and relatives of move
- Change Of Address:** complete with Canada Post (www.CanadaPost.ca/NewHome) and send out change of address notifications
- Newspaper And Magazine Subscriptions:** change
- Notify Businesses:** for disconnection of supplies and connection at new home
 - Cable
 - Phone
 - Gas
 - Electricity
 - Home Insurance
 - Car Insurance
 - Drivers License
 - Revenue Canada
 - Vehicle registration
 - Bank / Credit cards
 - Creditors & lending companies
 - Employer
 - Health Card
- Pets:** make travel arrangements
- loaned items:** return or obtain (e.g. library books, movies, tools, etc)
- Dry Cleaning:** pick up
- House Plants:** give away if unable to move with you
- Schedule Elevator:** if moving into an apartment or condo, book for the move day
- Gather Important Documents:** such as birth certificates, marriage license, insurance papers and passport, wills, medical/dental records
- Prepare Equipment:** mowers, snow blowers, boats, snowmobiles by servicing and removing gas/oil



2 weeks

- Bank:** transfer or close accounts, empty safety deposit box
- Money:** Pick-up travelers cheques or money for out of pocket expenses
- Parking Arrangement:** Confirm or schedule parking of moving truck in current and new home
- Plan Meals:** to empty refrigerator/cupboards and not use packed appliances
- New Home Information Folder:** assemble documents, phone numbers, etc.
- Service car**
- Appliance User Manuals:** set aside for new owners

1 week

- Essential Box:** prepare essentials & finish packing
- Truck Loading:** designate last pack, first opened box and load onto truck last
- Drain water hose**
- Refrigerator/Freezer:** empty, defrost, drain, clean and dry (at least 48hrs before)
- Prepare Appliances:** install moving brackets, secure loose items, etc.
- Fill Prescriptions:** as needed for the next few weeks
- Child Care Arrangement:** schedule for moving day

Moving day

Leaving home

- Inspect:** moving truck or cube
- Review:** bill of Lading, moving arrangements and directions to new home with movers
- Load:** pre-determined order: first in, last out
- Check:** every room, attic, closet and cupboard before you leave
- Lock:** all windows and doors
- Utility Meter Reading:** take note (electricity, gas, water)
- Leave New Owners:** a note of your new address to re-direct mail and appliance user manuals

Arrive at new home

- Inspect:** home, check utilities and clean if necessary
- Utility Meter Reading:** take note (electricity, gas, water)
- Check Appliances:** working properly

Moving in, bring

- Scissors, masking tape, utility knife, can opener
- Coffee cups, paper plates, paper towels
- Plastic forks, spoons, knives
- Dish soap, trash bags, towels
- Instant coffee, tea, beverages
- Toilet paper, toiletries
- Prescriptions, aspirin or other pain relievers
- Flashlight, light bulbs, hammer
- Phone books, pencils and paper, your "move file"
- Telephone, radio, batteries

Notes:



PREPARING YOUR HOME FOR SALE

Preparing your home for sale should be at a minimal cost, but remember people often prefer a home that looks well cared for and well maintained.

When buyers are viewing a home and making the decision whether to buy, it is an emotional decision and they look at the property as their home. Therefore, it's recommended to de-personalize and de-clutter the house, otherwise it could take longer to sell the property. Focus your money on touch-ups to give your home mass market appeal. Curb appeal, kitchens, bedrooms and bathroom are usually the main selling points. A small investment could mean thousands in sale price.

People develop a perception of the home within 15 seconds and this can influence the remainder of the showing. Remember, "you never get a second chance to make a first impression".

A real estate professional can help prepare your home for sale since they have experience with buyers and can offer an objective opinion. A home stager can also help prepare your home for sale in the same way.

INTERIOR

- De-clutter:** *remove less frequently used items on countertops, in cabinets/drawers, in the basement and on the walls as well as remove excess furniture*
- De-personalize:** *remove family pictures and personal style*
- Home Systems:** *inspect and repair plumbing, furnace, cooling, and alarm systems.*
- Kitchen:** *Replace outdated knobs. Clean cabinet contents since buyers may look for space allowance*
- Basement:** *look for leaks or dampness and have it repaired if necessary. Painting the floor helps to reduce smells*
- Closet Cleanout:** *de-clutter and remove out-of-season clothing to show space and keep organized*
- Accents:** *buy or use neutral bed linens and towels*

- Curtains:** *replace or remove old or dated window coverings and keep open*
- Plumbing & Fixtures:** *fix dripping facets and shower heads. Clean or replace worn-out fixtures.*
- Ceilings & Walls:** *check for stains; inspect for source of stain. Paint in neutral colours*
- Lighting:** *replace bulbs and update fixtures*
- Carpet & flooring:** *clean or replace worn-out or outdated style or coloured flooring if necessary but keep costs minimal*
- Windows & Doors:** *Ensure they open & close easily without creaking and replace old weather stripping*
- Odour:** *Pet & smoke odour are noticeable to others, so re-paint, open windows and use ozone spray.*
- Bathrooms:** *replace old caulking, old toilet seat and old shower curtain and towels with new*

EXTERIOR

- Landscaping:** *buy showy annuals for garden and remove weeds. Sod missing areas of grass and keep watered. Plant bushes but not trees.*

Remember before winter

- Paint:** *repair chipped paint & choose neutral colours*
 - Wood Accents:** *repair rooted wood and repaint*
 - Caulking:** *repair damaged/missing caulking*
 - Eaves Trough:** *remove leaves, clean & align gutters*
 - Outdoor Items:** *pack outdoor items (gazebos/BBQ)*
 - Exterior Window:** *wash screens and windows and repair any crack or damage glass panes*
 - Shingles:** *repair any damaged, old or missing shingles and look for leaks in attic*
 - Siding:** *repair loose and missing siding*
 - Railings:** *repair rusted or damaged railing & fences*
 - Pictures:** *record your significant outdoor features*
 - Garage sale:** *sell unused items or donate to charity.*
 - Walkways:** *fix cracks in steps, walkways & driveway*
- Storage:** *store RV's, boats & large items elsewhere*