SELLER RESOURCE

The Seller Ready Checklist

A practical preparation guide for NYC and Long Island homeowners who want a clearer, more organized path to market.

Use this checklist before choosing a list date or spending money on repairs.

Start with the decision

- ☐ Write down your preferred moving date and the latest acceptable date.
- ☐ Identify everyone who must participate in the decision and signing process.
- ☐ Decide whether you need to buy, rent, relocate, or remain after closing.
- ☐ Gather mortgage, lien, tax, and ownership information.
- ☐ List your top three concerns about selling.

Understand the numbers

- ☐ Request a comparative market analysis based on relevant recent sales.
- ☐ Confirm your approximate mortgage and home-equity balances.
- ☐ Review estimated selling expenses and potential proceeds.
- ☐ Set a price range based on market evidence, not only on the amount you want to receive.

Request your personalized Seller Equity Review
Scan the code or visit the website to review your estimated value, equity, and selling options.

KAISHA BERNARD | LANDMARK ELITE HOMES

(516) 500-7169 | Kaisha@landmarkelitehomes.com

Prepare the property

- ☐ Complete safety or maintenance repairs that could concern buyers.
- ☐ Ask before making major renovations solely for resale.
- ☐ Remove excess items from counters, closets, and walkways.
- ☐ Clean windows, lighting, floors, kitchens, and bathrooms.
- ☐ Improve curb appeal and make the entrance easy to access.
- ☐ Secure valuables, medication, documents, and personal information.

Prepare for the market

- ☐ Review the marketing plan, showing process, and communication schedule.
- ☐ Confirm photography, access instructions, and showing availability.
- ☐ Understand how offers will be presented and compared.
- ☐ Discuss inspection, appraisal, and closing preparation.
- ☐ Keep plans flexible until contracts and required approvals are complete.

Your notes

Preferred selling timeframe	____________________
Estimated mortgage balance	____________________
Next housing plan	____________________
Most important concern	____________________

Request your personalized Seller Equity Review
Scan the code or visit the website to review your estimated value, equity, and selling options.

This guide is for general planning and is not legal, tax, lending, or appraisal advice. Property values and proceeds require an individual review.