



Appointment Preparation Checklist

General

- Turn all lights on, replace burnt out bulbs
- Turn ceiling fans off
- Pull up all blinds, draw curtains back
- Remove pets, crates, food and water bowls
- Remove/hide trash bins

Living Room

- Arrange pillows/blankets neatly
- Remove magazines, books, and clutter from tables
- Turn off all TVs
- Remove TV remotes, cords and wires (if possible)

Bathrooms

- Remove dirty towels
- Remove dirty laundry bins
- Remove countertop clutter (toothbrushes, hygiene products, hair dryers, etc)
- Remove soap and shampoo products from shower (unless decorative)
- Toilet seat lids down
- Straighten clean towels and shower curtains

Exterior

- Remove cars from driveway
- Hide trash/recycling bins
- Close garage doors
- Remove clutter from lawn (i.e. garden hoses, tools, toys, etc)
- Clean/sweep patio furniture
- Perform basic lawn maintenance (i.e. cut grass)

Kitchen

- Remove all countertop appliances (toasters, small microwaves, keurigs, paper towels, etc)
- Clear any other non-decorative items from counters
- Remove all refrigerator stickers, magnets and photos
- Remove trashcans/dog bowls

Bedrooms

- Make beds
- Remove dirty laundry
- Fluff pillows
- Remove clutter from under beds