

Home SELLING TIMELINE CHECKLIST

A successful real estate transaction hinges on numerous details involving deadlines that must be met so that you can have a successful close of escrow.

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EXECUTIVES**

CRMS
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TO DO:	DATE COMPLETED:
<i>Pre-Contract:</i>	
Prepare House For Showings	
Complete Disclosure Forms	
Request Claims History from your Home Owner's Insurance Company	
<i>After Contract Acceptance:</i>	
Negotiate Repairs	
Negotiation of repairs complete	
Begin Packing	
Schedule your move, arrange Utility Shutoff - Utilities must remain on for Final Walkthrough	
Complete repairs	
<i>Within 5 days Before Closing</i>	
Schedule and Attend Signing	
Move out, leave property at least "broom" clean	
Closing Date	
Date of Possession and delivery of keys - Congratulations!	