

# <u>OUTSIDE</u>

- Remove vehicles from driveway, and do not park
- directly in front of the house.
- Remove all children's toys, sprinklers, hoses, and
- gardening equipment from your yard.
- Sweep driveways, sidewalks and patios.
- Spruce up your garden and mow the lawn.
- Remove all trash and recycling bins from view.
- Pick up dog droppings.

# • <u>Bathrooms</u>

- Clear all counters and vanities.
- All toilet seats should be down and lid closed.
- Remove all toilet cleaning utensils.
- Clean mirrors and glass surfaces.
- Make sure all towels match, are clean and are neatly folded.
- Remove trash cans and floor rugs.
- If the shower is to be shown; remove any soaps, shampoo, loofahs, bath toys, and etc.

#### BEDROOMS

- Make sure all beds are made and free of lumps and wrinkles.
- Clear all dressers and bedside tables.
- Hang clothes neatly, or fold and put away.
- Remove any laundry hampers, trash bins, tissue boxes, and toys.

### <u>Kitchen</u>

- Clear off counter tops and remove any appliances (toasters, coffee pots, knife blocks, etc.)
- Remove photos, notes, papers and magnets from the refrigerator.
- Clean the major appliances refrigerator, oven, range hood, and wipe down all countertops.
- Make sure dishes, sponges, and soap are moved out of the sink, or put away.
- Remove trash can, floor rugs, and dish towels (decorative towels are fine if folded).

## LIVING AREAS

- Remove personal items such as family photos, knick knacks, controversial art, and religious or political items.
- Remove clutter; straighten up shelves and tables.
- Move excess furniture out of rooms. You want the space clean, open and clutter-free. A few ideas include dog crates, tray tables, kid's toys, etc.
- Hide TV remotes and clear away newspapers and magazines.

## <u>OTHER</u>

- Declutter every room as much as possible.
- Open all curtains and blinds.
- Vacuum the carpets.
- Make sure all lights bulbs are working; don't mix halogen bulbs with CFL bulbs
- Turn all lights ON
- Turn all celling fans OFF