

# Northern Colorado Home Seller Checklist

Ensuring your property is buyer-ready leads to timely sales and offers closer to your listed price.

Work through each section before listing. Items marked Vendor Coordinated will be handled through your cleaning and staging partner. Check off items as completed before photos, showings, and going live on the MLS.

Includes Mastercraft Property Solutions tasks

## Curb Appeal

First impressions set the tone for every showing. Those first 7 seconds of viewing the home are when the potential buyer decides whether they can see themselves living there.

- ☐ Mow, edge, and trim lawn, making all borders crisp and clean
- ☐ Weed all planting beds and add fresh mulch
- ☐ Prune overgrown shrubs and trees away from the home
- ☐ Plant seasonal color at the entry (pansies, mums, or similar for Colorado climate)
- ☐ Power wash driveway, sidewalks, and front porch
- ☐ Clean or repaint front door, including polishing or replacing hardware
- ☐ Replace or refresh house numbers if worn or dated
- ☐ Clean gutters and downspouts, and ensure drainage is away from the foundation
- ☐ Inspect and repair fencing, gates, and mailbox
- ☐ Stage front entry with a new doormat and potted plants
- ☐ Clear driveway of vehicles, equipment, and clutter for photos and showings

## Deep Clean – Interior

Mastercraft Property Solutions handles the full interior deep clean and brings the detail-oriented approach that sets this listing apart, from matching light bulbs to spotless baseboards.

|                                                                                                      |                    |
|------------------------------------------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> Full professional deep clean throughout                                     | VENDOR COORDINATED |
| <input type="checkbox"/> Ceiling fans, blades wiped completely clean, no dust buildup                | VENDOR COORDINATED |
| <input type="checkbox"/> Light fixtures and bulbs, all working and matching (warm white recommended) | VENDOR COORDINATED |
| <input type="checkbox"/> Baseboards wiped down in every room, corners included                       | VENDOR COORDINATED |
| <input type="checkbox"/> Inside all kitchen cabinets and drawers, cleaned and organized              | VENDOR COORDINATED |
| <input type="checkbox"/> Appliances deep cleaned inside and out: oven, refrigerator, dishwasher      | VENDOR COORDINATED |
| <input type="checkbox"/> Bathrooms scrubbed thoroughly, grout, caulk, fixtures, and mirrors spotless | VENDOR COORDINATED |
| <input type="checkbox"/> Windows and window tracks cleaned on the interior                           | VENDOR COORDINATED |
| <input type="checkbox"/> Closets organized, shelving wiped, floors cleared                           | VENDOR COORDINATED |
| <input type="checkbox"/> Garage swept and decluttered                                                | VENDOR COORDINATED |

## Staging

Mastercraft Property Solutions manages staging to present the home at its best and help buyers envision living there.

|                                                                                              |                    |
|----------------------------------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> Professional staging consultation and setup                         | VENDOR COORDINATED |
| <input type="checkbox"/> Declutter all surfaces, counters, shelves, and tabletops            | VENDOR COORDINATED |
| <input type="checkbox"/> Depersonalize, remove excess family photos and personal collections | VENDOR COORDINATED |
| <input type="checkbox"/> Furniture arranged to maximize flow and highlight square footage    | VENDOR COORDINATED |
| <input type="checkbox"/> Neutral, cohesive bedding and towels placed in bathrooms            | VENDOR COORDINATED |
| <input type="checkbox"/> Remove or store oversized or dated furniture pieces                 | VENDOR COORDINATED |
| <input type="checkbox"/> Fresh flowers or greenery at key focal points for listing photos    | VENDOR COORDINATED |

## Repairs & Pre-Inspection Prep

Addressing these items before listing significantly reduces inspection objections and keeps the transaction moving smoothly.

|                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Test all smoke detectors and CO detectors, and replace batteries when necessary          |
| <input type="checkbox"/> Check all GFCI outlets in kitchens, bathrooms, garage, and the exterior                  |
| <input type="checkbox"/> Inspect and replace any burnt-out or non-matching light bulbs throughout                 |
| <input type="checkbox"/> Caulk gaps around tubs, showers, and sinks, no cracking or visible mold                  |
| <input type="checkbox"/> Touch up interior paint, walls, trim, and doors                                          |
| <input type="checkbox"/> Repair any damaged drywall, nail pops, or scuffs                                         |
| <input type="checkbox"/> Ensure all doors and windows open, close, and latch properly                             |
| <input type="checkbox"/> Service HVAC, replace filter, schedule inspection if due                                 |
| <input type="checkbox"/> Check water heater, note age, confirm no leaks or rust                                   |
| <input type="checkbox"/> Test all ceiling fans on all speeds                                                      |
| <input type="checkbox"/> Ensure attic and crawl space access panels are clear and accessible                      |
| <input type="checkbox"/> Address any known roof concerns, missing shingles or flashing                            |
| <input type="checkbox"/> Check exterior faucets and irrigation system (winterized or confirmed functional)        |
| <input type="checkbox"/> Consider a radon test, common in Northern Colorado and frequently flagged on inspections |

## Documents & Disclosures

Having documents organized in advance speeds up the process and builds buyer confidence.

- ☐ Gather all manuals, warranties, and permits for work completed on the home
- ☐ Pull HOA documents, bylaws, and current dues information if applicable
- ☐ Complete the Colorado Seller's Property Disclosure (SPD) form
- ☐ Gather receipts for major repairs or improvements
- ☐ Provide utility bills from the last 12 months if requested
- ☐ Confirm a current property survey is on file with the county clerk and Recorder's office, or order one if needed

## Photos & Marketing Prep

Professional photography is the first showing. Every detail from staging and cleaning must be complete before the photographer arrives.

- ☐ Schedule professional photography: interior, exterior, and aerial drone
- ☐ Confirm all staging and cleaning is complete before photo day
- ☐ Remove all personal vehicles from the driveway for exterior shots
- ☐ Open all blinds and curtains to maximize natural light
- ☐ Verify all light bulbs match and are working, as they are visible in every interior shot
- ☐ Review final photos with your agent before the listing goes live

A buyer-ready home shows better, sells faster, and holds its price.

**Bry Barton**

THE GROUP REALTY · NORTHERN COLORADO

Home Seller Checklist · a reference for Northern Colorado sellers preparing to list