



Preparing Your Home for Market

You're ready to sell your house! There are some key elements you can do to ensure a smooth sale of your house. Thank you for choosing to work with Glacier City Realty!

- **Realtor Walk Through.** We will get to know your house and discuss your real estate goals.
- **Sign Listing Documents with Glacier City Realty.** This gives us permission to talk to buyers and advise you on the process of selling your house.
- **Pre-Listing Home Inspection.** We will take care of scheduling the home inspection for you. Plan on being present so you can ask questions of the Home Inspector. A pre-listing home inspection costs between \$250-\$500 (due at time of inspection) depending on the size & type of the property (Home Inspectors can conduct radon gas, mold and other more specific tests for additional fees.) A report will be provided to you outlining any and all repairs. These range from Health & Life Safety repairs (egress windows, smoke & CO detectors, etc.) to Significant repairs (roof replacement) to Minor repairs (leaking faucet.) This report becomes an attachment to the listing when it goes live in MLS.
- **Decide which repairs are vital to the sale of the property.** This includes most Health/Life Safety repairs. Significant repairs can be done at your discretion, but will need to be considered to put a realistic price on the property. We can provide a list of quality contractors to complete the work in a timely manner.
- **Prepare for Market:** Take professional photos (Glacier City Realty expense) locate as built and other documents on the house, fill out Bill of Sale and Residential Disclosure and decide on a date to go live on MLS.
- **Prepare for Showings:** clean and organize your home, de-clutter, put away personal paperwork or photos.
- **Offers:** Glacier City Realty will present all offers to you. You can accept, counter, or reject an offer. Agree on price & terms with the buyer.
- **Buyer Home Inspection (Buyer expense):** Buyers ask for you to complete some or all repairs that were called out on the home inspection report. You can accept, counter, or reject. If you can't agree on repairs then the deal goes away. If you and the buyer can agree, you have a contract.
- **Open Title (Seller expense, GCR will assist in opening title) and Appraisal ordered (Buyer expense and responsibility)**
- **Seller finishes repairs** and prepares to move out. House is clean and empty. Notify **Utility companies and Insurance Co.,** to cancel your policy as of the day of recording (or a day after in case it changes.) Call them a few days before your closing date.
- **Appraisal come back,** buyer's paperwork goes to underwriting. **Schedule a closing date** with Title Co.
- **HUD-1 Settlement Statement review** details all closing costs for both the seller and the buyer. Closing costs include prorated taxes and condo dues (if applicable,) title company fees, appraisal cost, realtor commissions, etc. GCR will closely examine the HUD for accuracy.
- **Sign closing documents** at the Title Company. GCR will accompany you. Bring all keys to the house.
- **Sale Records, usually the next business day after closing** and you will have officially sold your home.

Congratulations!