



# Home Staging To-Do Checklist

Check	Task	NOTES
<b>Lawn &amp; Garden</b>		
<input type="checkbox"/>	Neaten all outside areas by removing fallen leaves and branches.	
<input type="checkbox"/>	Tidy garden beds by filling in with fresh bark chips.	
<input type="checkbox"/>	Coil hoses neatly.	
<input type="checkbox"/>	Plant some instant color.	
<input type="checkbox"/>	Trim shrubs & trees so they are not blocking windows.	
<input type="checkbox"/>	Keep up with weeding and mowing.	
<input type="checkbox"/>	See that pets are picked up after.	
<input type="checkbox"/>	Put rakes, shovels, lawnmower and trash cans out of sight.	
<input type="checkbox"/>	Power wash patios and decks.	
<input type="checkbox"/>	Place a table and chairs or an attractive bench in the yard or on patio or deck.	
<input type="checkbox"/>	If you have a pool, it must be cleaned and kept spotless.	
<input type="checkbox"/>	Set up a table outside as though there is about to be a festivity.	
<input type="checkbox"/>	Remove empty pots and dead or sick-looking potted plants.	
<input type="checkbox"/>	Neaten play areas.	
<b>Curb Appeal</b>		
<input type="checkbox"/>	Examine the Exterior house color/condition.	
<input type="checkbox"/>	Power wash all driveways and walkways.	
<input type="checkbox"/>	Replace the mailbox if needed, or freshen it up with paint.	
<input type="checkbox"/>	Replace, repaint, or polish house numbers.	
<input type="checkbox"/>	Replace dated outdoor light fixtures.	
<input type="checkbox"/>	Add hanging baskets.	
<input type="checkbox"/>	Front door—clean, paint if needed.	
<input type="checkbox"/>	Clean the windows inside and out	
<b>Interior: Help for Every Room</b>		
<input type="checkbox"/>	Spring cleaning	
<input type="checkbox"/>	Spray WD-40 in any squeaky door and cabinet hinges.	
<input type="checkbox"/>	Dust thoroughly. Don't forget baseboards.	
<input type="checkbox"/>	Remove all but the essential furniture.	
<input type="checkbox"/>	Paint the interior walls	
<input type="checkbox"/>	Update lighting fixtures if the budget allows	
<input type="checkbox"/>	Make sure all of the light fixtures are working properly	
<input type="checkbox"/>	Free any windows that are painted shut	
<input type="checkbox"/>	Remove blinds/curtains/drapes that are not in good shape.	
<input type="checkbox"/>	Keep window coverings open for showings. Let in as much natural light as you can.	
<input type="checkbox"/>	Replace broken or cracked glass in windows (homeowner or a handyman)	
<input type="checkbox"/>	Collections of toys, dolls, or anything else that may be on display must be put away	
<input type="checkbox"/>	Put away DVDs/CDs.	
<input type="checkbox"/>	Put away family photos, awards, certificates, and most art work.	
<input type="checkbox"/>	Also put away decorative figurines and other items that may take up space on bookshelves and mantles.	

<input type="checkbox"/>	Buy new switches and switch plates as well as outlet covers.	
<input type="checkbox"/>	Do not keep stacks of old magazines where they can be seen.	
<input type="checkbox"/>	Book shelves--edited and arranged	
<input type="checkbox"/>	A few large scented candles placed around the house are a good idea.	
<input type="checkbox"/>	Remove throw rugs if they are on carpet. Remove any throw rugs that look worn-out.	
<input type="checkbox"/>	Houseplants that are not thriving should be removed.	
<input type="checkbox"/>	Put away mail, bills to pay, etc. in a drawer.	
<input type="checkbox"/>	Pets--put away food, clean cages, tanks, beds, etc.	
<input type="checkbox"/>	No pets for showings if possible	
<b>Entry, Family, and Living Rooms</b>		
<input type="checkbox"/>	Shoes by the front door--put them somewhere else.	
<input type="checkbox"/>	Open up a small entryway by painting it a light color (LIGHT, not white).	
<input type="checkbox"/>	Empty the coat racks and catch-all tables or shelves in entry.	
<b>Kitchen &amp; Dining</b>		
<input type="checkbox"/>	Eat-in kitchens should have a table and chairs in it.	
<input type="checkbox"/>	Bowls or baskets of fruits are excellent. Use the real kind, no plastic.	
<input type="checkbox"/>	Cabinets--new pulls/handles/knobs, paint if needed.	
<input type="checkbox"/>	Organize, neaten, and clean the insides of the cabinets--make space.	
<input type="checkbox"/>	Remove every items from counter tops.	
<input type="checkbox"/>	Clean the counter so it is shiny.	
<input type="checkbox"/>	Remove everything that is hanging on the front of the refrigerator.	
<input type="checkbox"/>	Garbage and recycling must be out--of-sight, under the kitchen sink.	
<input type="checkbox"/>	If the home has a dining room, make it look like a dining room and set nice table.	
<input type="checkbox"/>	Follow previous advice for all rooms.	
<b>Bedrooms &amp; Closets</b>		
<input type="checkbox"/>	Make bedrooms into bedrooms. Make up all beds.	
<input type="checkbox"/>	Large candles or fresh flowers are excellent.	
<input type="checkbox"/>	Clear night stands.	
<input type="checkbox"/>	Take down all posters, photos, pictures, drawings, awards, etc.	
<input type="checkbox"/>	Thin out toy collections.	
<input type="checkbox"/>	Diaper pails should not be visible or "smellable".	
<input type="checkbox"/>	Take what is not needed out of closets and store items elsewhere.	
<input type="checkbox"/>	Closets should have doors.	
<input type="checkbox"/>	Follow previous advice for all rooms.	
<b>Bathrooms</b>		
<input type="checkbox"/>	New shower curtain unless current one is spotless and looks up-to-date.	
<input type="checkbox"/>	Put away toilet cleaner, toilet brush, and plunger since they add to clutter.	
<input type="checkbox"/>	Luxurious towels	
<input type="checkbox"/>	Remove everything from the counter top.	
<input type="checkbox"/>	Leaky faucets must be repaired.	
<input type="checkbox"/>	Scrub the tiles and bleach the grout.	
<input type="checkbox"/>	Caulk shower/tub and sink area if needed.	

Home Office Help	
<input type="checkbox"/>	Remove file cabinets—one is ok.
<input type="checkbox"/>	Clear off desk except for computer and lamp.
<input type="checkbox"/>	Put away papers that may contain personal or business information; check the fax machine, too.
<input type="checkbox"/>	Follow previous tips for every room.
Exercise Room	
<input type="checkbox"/>	Air the room out.
<input type="checkbox"/>	Remove clutter and make space.
<input type="checkbox"/>	Personal items like shoes, water bottles, and towels must be kept out of sight.
<input type="checkbox"/>	Follow previous advice for all rooms.
Laundry, Basement & Garage	
<input type="checkbox"/>	Organize basement.
<input type="checkbox"/>	Laundry area—cheerful rug in front of washer/dryer.
<input type="checkbox"/>	Fresh coat of white paint
<input type="checkbox"/>	Put all detergents and laundry items out of sight.
<input type="checkbox"/>	Remove everything that is not essential.
Odor Control	
<input type="checkbox"/>	Control cigarette smoke odor—no smoking in the house.
<input type="checkbox"/>	Pet odors under control.
<input type="checkbox"/>	Sprinkle baking soda on carpets before vacuuming.
<input type="checkbox"/>	No cooking foods with strong, lingering odors. Strong spices and fish are to be avoided.
<input type="checkbox"/>	Put a container of baking soda in refrigerator for odor control.
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