

Pennsylvania

Probate

Home Sale Checklist





Selling a home in probate?

Navigating the process can feel overwhelming, but this checklist will help you stay on track.



Step 1: Confirm Your Legal Authority

- ☐ **Determine the Type of Probate Needed** - Pennsylvania recognizes **Formal probate** and **Simplified probate** (for small estates).
- ☐ **Obtain Letters Testamentary** (if there's a will) or **Letters of Administration** (if no will exists).
- ☐ **Verify if the executor or Administrator has legal right to sell the property.**
- ☐ **Consult a probate attorney for legal guidance (highly recommended).**



Step 2: Assess the Property

- ☐ **Secure the Home** - Change locks if needed, ensure utilities are active, and check for maintenance issues.
- ☐ **Order a Home Valuation** - work with a real estate professional to determine the house's market value.
- ☐ **Conduct a Property Inspection** - Identify repairs or safety concerns before listing.
- ☐ **Check for Outstanding Debts or Liens** - Confirm mortgage status, unpaid taxes, and other financial obligations.



Step 3: Prepare for the Sale

- ☐ **Declutter & Clean Out the Home** - consider estate sale services or donate options for unwanted items.
- ☐ **Make Essential Repairs** - address major issues that could affect buyers interest or loan approval. Health and safety issues!
- ☐ **Stage the Home for Maximum Appeal** - Light updates (fresh paint, deep cleaning) can increase market value.
- ☐ **Obtain an Appraisal (if required by the court).**



Step 4: Get Court Approval (if necessary)

- ☐ **Confirm if Court Approval is Required** - Some probate cases need court permission before listing or accepting an offer.
- ☐ **File a Petition for Sale** - If required, submit documentation to the Orphans' Court in the county where the home is located.
- ☐ **Notify Heirs & Beneficiaries** - Ensure all interested parties are aware of the sale and approve, if needed.



Step 5: List & Sell the Property

- ☐ **Hire a Probate-Experienced REALTOR®** - Work with a real estate professional familiar with PA probate laws.
- ☐ **Price the Home Strategically** - Set a competitive price based on local market conditions.
- ☐ **Disclose Any Known Defects** - Pennsylvania law requires sellers to disclose material defects, **even in probate sales**.
- ☐ **Negotiate Offers & Accept the Best One** - Consider terms, contingencies, and net proceeds.



Step 6: Close the Sale

- ☐ **Ensure the Title is Clear** - Resolve any ownership or lien issues before closing.
- ☐ **Obtain Necessary Court Approvals (if Applicable)**
- ☐ **Work with an Escrow & Title Company** - Finalize paperwork and distribute proceeds to beneficiaries.
- ☐ **Transfer Ownership & Close the Estate** - File final documents with the probate court to complete the process.

 **Need help navigating a
Pennsylvania probate home
sale?**

**I specialize in probate real estate and
can guide your every step of the way.
Let's chat!**



TERRI REPETTO

REALTOR®, AHWD, MRP,
ABR, RCS-D(Divorce), CLE, STAGING
ADVOCATE CERTIFIED

C: 484-949-5440

RO: 717-635-7300

terri@LetsTalk.homes

www.terrirepetto

Michael Daiello ♦ Pennsylvania Probate Attorney



(215) 918-4242 or
MikeD@DaielloLaw.com

"As a probate attorney to estate executors, I help my clients settle estates efficiently and reduce stress"

Need help streamline the decluttering and discarding process?

**I specialize in sorting and
organizing household items to
simplify and ease the stress of
the family and executor.**



Kim Tevis : Specialist

**Downsizing, Decluttering, Organizing
610-996-9952**