

# SELLER PREP GUIDE

THE  
HOME  
SHOP  
REAL ESTATE TEAM

W  
& PARTNERS



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REALTOR®



# REAL ESTATE TERMS

## PRE-QUALIFICATION

The first step to obtaining a mortgage to purchase your home. A lender will perform an analysis on your income, debt, and credit-worthiness. You will need one in order to put an offer on a house, if you plan on financing a purchase.

## CONTINGENCY

A contingency related to a property is when the preliminary offer is accepted, pending certain conditions set out by the seller. For instance, one example could be that the buyer's current home sells prior to purchasing.

## CLOSING COSTS

Closing costs are funds due in addition to your purchase price. These can include, but are not limited to: taxes, insurance, brokerage compensation and lender expenses.

## EARNEST MONEY

Earnest money is an amount deposited in an escrow or broker trust account by a Buyer when a purchase contract is signed. It is typically due immediately after contract acceptance. This amount is determined in the offer.

## TITLE COMMITMENT

A Title Commitment reports the findings of an initial title search. It will contain the terms, conditions, and exclusions covered in the policy.

## APPRAISAL

An appraisal is the value that is assigned to the real estate asset based on an assessment of the asset, neighborhood, market condition, and more. In most financed purchases, a lender will require an appraisal.

## HOME INSPECTION

A home inspection is a review of the real estate asset's current condition. A home inspector will provide a report of their findings for the buyer to review.

## DISCLOSURES

A seller will submit to a buyer a document called the Seller's Property Disclosure Statement, or SPDS, which details everything they know about the property.

# MEET YOUR AGENT



Ellie Urquidez is locally renowned for her exceptional service and deep understanding of micro markets. Born and raised in the UK, Ellie has travelled the world, which has only reinforced her understanding of what it takes to find the right home . Known for her ability to navigate complex transactions with ease, Ellie offers her clients a smooth and stress-free experience. She leverages advanced technology and market analytics to deliver informed and effective solutions.

With a demonstrated history of success in the Arizona market, Ellie's knowledge and local expertise combined with her global perspective, allows her to cater to both local residents and international buyers.

Outside of her professional life, Ellie is an active member of the community. She participates in local events and supports various charitable initiatives, reflecting her commitment to giving back and fostering strong community connections.

Whether you're looking to purchase a new home, invest in property, or navigate the complexities of selling, Ellie Urquidez can help you achieve your real estate goals in Arizona.

# FIRST THINGS FIRST,

While getting your home ready for photos and showings might feel overwhelming at first, it's one of the most important steps in making a strong first impression on potential buyers. This stage plays a major role in how quickly your home sells and the kind of offers you receive.

The good news is, you don't have to go through it alone—I'm here to walk you through the process, provide helpful tips, and support you every step of the way to make sure your home shines in its best light.

Let's begin!

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# 1

# DECLUTTER

Removing clutter from your home will make your space look bigger. De-cluttering your home will not only make it more attractive to prospective buyers, but it will also make it much easier for you to move when the time comes.

## CLUTTER CHECKLIST

- REMOVE ALL ITEMS FROM KITCHEN COUNTER TOPS
- STORE LAUNDRY BASKETS OUT OF VIEW
- MOVE PET BOWLS/BEDS/TOYS & LITTER BOXES OUT OF VIEW
- LEAVE ONLY NEUTRAL DECOR
- TEMPORARILY TAKE DOWN FAMILY PHOTOS

# 2 LET THERE BE LIGHT

Clean, streak-free windows can make a big difference when showcasing your home. Not only do they enhance the overall appearance, but they also allow Arizona's beautiful natural light to pour in, making each room feel brighter, more open, and inviting. Take time to wash your windows or have them professionally cleaned for the best results.



**MAKE SURE TO REPLACE ANY BURNED OUT LIGHT BULBS. WELL-LIT SPACES LOOK BETTER IN PHOTOS AND CREATE A WARM, WELCOMING FEEL DURING SHOWINGS.**



# SO FRESH, SO CLEAN 3

Nothing is more important in your prep work than a good deep-cleaning. Whether you opt for a professional cleaning or choose to do the work yourself, here's a good checklist to work with:

## Entryway

- Sweep and mop or vacuum floors.
- Wipe down front door and handles.
- Remove clutter (shoes, coats, bags).
- Add a clean doormat.

## Living Room

- Dust all surfaces, shelves, and baseboards.
- Wipe coffee table and décor items.
- Vacuum or mop floors; remove pet hair.
- Fluff pillows and neatly fold blankets.
- Hide cords and remote controls.

## Kitchen

- Clear countertops (leave minimal décor).
- Wipe countertops, backsplash, and sink.
- Polish faucet and stainless-steel appliances.
- Hide sponges, soap, and trash cans.
- Sweep and mop floors.

## Bathrooms

- Clear counters (only one or two staged items).
- Wipe mirrors, sinks, and faucets.
- Scrub toilet, shower, and tub until spotless.
- Replace towels with fresh, neatly folded ones.
- Empty trash and hide toiletries.

## Bedrooms

- Make beds with smooth, wrinkle-free bedding.
- Dust nightstands and furniture.
- Hide personal items and laundry.
- Vacuum or mop floors.

## Whole Home

- Dust baseboards, vents, and light fixtures.
- Clean windows and glass doors (inside and out if possible).
- Disinfect high-touch areas (light switches, handles).
- Remove excess décor and personal items for a clean, open look.





# 4 THE GARAGE, A SECRET WEAPON

If your photographer will not be taking photos of your garage - this means you can use this space to temporarily store any furniture, clutter or personal items that you don't want included in your photos.

However, if there is something unique about your garage, or it has a specific selling point, make sure it is accessible for the photographer potential buyers to safely walk through.

# 5 PETS



If you have pets, remember that while we love animals, not every potential buyer will. Be sure to take steps to prevent pet odors, and do a sweep of your back yard before showings and photos to ensure you have cleaned all pet waste. It is best practice to remove all bowls, toys, beds etc. for your photos & showings.



**DON'T FORGET TO MAKE ARRANGEMENTS FOR YOUR PETS TO BE OUT OF THE HOUSE DURING SHOWINGS!**

# SHOWING CHECKLIST

Use the checklist below as a quick reference before you leave your home for showings:

- Make sure all toilet bowl lids are down.
- Straighten out cushions/pillows and make all beds.
- Take out trash (don't forget the bathroom!)
- Put away/secure valuable personal items (medications, firearms, jewelry etc).
- Clear counters of clutter.
- Hide pet bowls and litter boxes.
- Vacuum & mop floors.



**AVOID USING AIR FRESHENERS OR  
CANDLES THAT ARE TOO OVERPOWERING**