

Home Staging Institutes Official...

HOME STAGING CHECKLIST

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distribute.**

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HomeStagingInstitute.com

LAWN & GARDEN

Neaten all outside areas by removing fallen leaves and branches

Tidy garden beds by filling in with fresh bark chips

Coil hoses neatly

Plant some instant color

Trim shrubs & trees so they are not blocking windows

Keep up with weeding and mowing

Use a lawn patch product for filling in bare spots

See that pets are picked up after

Put rakes, shovels, lawnmower and trash cans out of sight

Power wash patios and decks

Place a table and chairs or an attractive bench in the yard or on patio or deck

If the client has a pool, it must be cleaned and kept spotless. Remove pool toys, rafts, etc.

Set up a table outside as though there is about to be a festive meal

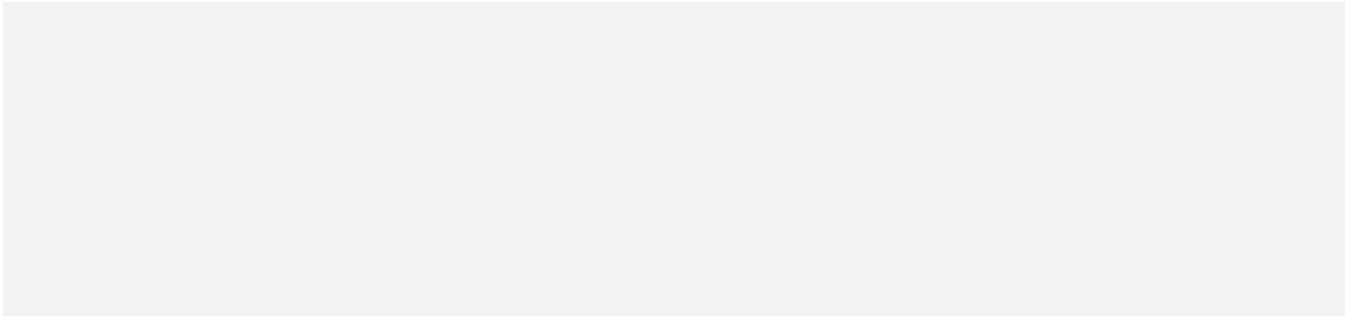
Remove empty pots and dead or sick-looking potted plants

Remove any debris/materials from past projects

Neaten play areas

Try to open up any dark areas of the yard by trimming back vegetation

LAWN & GARDEN NOTES



CURB APPEAL

Exterior house color/condition. Recommend paint?

Power wash all driveways and walkways

Wash the outside of the house with a regular garden sprayer

Clean around eaves

Replace the mailbox if needed, or freshen it up with paint

Replace, repaint, or polish house numbers

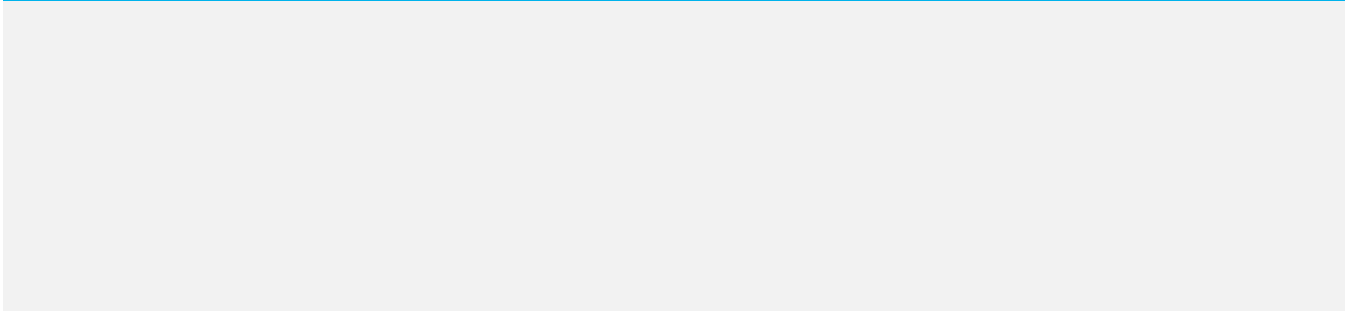
Replace dated outdoor light fixtures

Add hanging baskets

Front door—clean, paint if needed

Clean the windows inside and out

CURB APPEAL NOTES



INTERIOR: HELP FOR EVERY ROOM

Spray WD-40 in any squeaky door and cabinet hinges

Dust thoroughly. Don't forget baseboards

Remove all but the essential furniture

Slipcover(s)

Throw pillows

Paint the interior walls

Update lighting fixtures if the budget allows

Make sure all of the light fixtures are working properly

Put in bright light bulbs, as bright as is recommended for each fixture

Free any windows that are painted shut

Remove blinds/curtains/drapes that are not in good shape

Keep window coverings open for showings. Let in as much natural light as you can

Remove window coverings that do not look fresh and up-to-date

Replace broken or cracked glass in windows (homeowner or a handyman)

Have the client put away (or remove to storage) all valuables, especially small items

Collections of toys, dolls, or anything else that may be on display must be put away

Put away DVDs/CDs

Put away family photos, awards, certificates, and most art work

Also put away decorative figurines and other items that may take up space on bookshelves and mantles.

Buy new switches and switch plates as well as outlet covers

Do not keep stacks of old magazines where they can be seen

Book shelves—edited and arranged

Make each room have a distinct purpose

A few large scented candles placed around the house are a good idea

Remove throw rugs if they are on carpet. Remove any throw rugs that look worn-out

Houseplants that are not thriving should be removed

Put away mail, bills to pay, etc. in a drawer

Pets—put away food, clean cages, tanks, beds, etc

No pets for showings if possible

INTERIOR: HELP FOR EVERY ROOM

ENTRY, FAMILY, AND LIVING ROOMS

Shoes by the front door--put them somewhere else

Open up a small entryway by painting it a light color (LIGHT, not white)

Empty the coat racks and catch-all tables or shelves in entry

Place a tray on the coffee table set with a tea pot and cups, napkins, and a bud vase with fresh flowers.

Follow previous advice for all rooms

NOTES

KITCHEN & DINING

Eat-in kitchens should have a table and chairs in it

Plastic paper towel holders have to be removed

Have client buy a new, attractive dishtowel or have one or two that you lend out

Bowls or baskets of fruits are excellent. Use the real kind, no plastic

Cabinets—new pulls/handles/knobs, paint if needed

Organize, neaten, and clean the insides of the cabinets—make space

Remove every single item from counter tops

Clean the counter so it is shiny

Shine faucets and knobs and use Turtle Wax to keep them from getting water spots

Remove everything that is hanging on the front of the refrigerator

Garbage and recycling must be out-of-sight, under the kitchen sink

If the home has a dining room, make it look like a dining room and set nice table

Follow previous advice for all rooms

NOTES

BEDROOMS & CLOSETS

Make bedrooms into bedrooms. Set up "show beds" where needed

Put away everything other than essential furniture, one or two lamps, and an alarm clock

Large candles or fresh flowers are excellent

All "back of door" hanging items must be put away

Clear night stands

Take down all posters, photos, pictures, drawings, awards, etc

Thin out toy collections

Baby changing areas should be stripped down to the bare essentials

Diaper pails should not be visible or "smellable"

Re-fold and stack neatly all sheets, towels, etc. in linen closet

Take what is not needed out of closets and store items elsewhere

Arrange closets by like items and color. Line shoes up neatly

Closets should have doors

Follow previous advice for all rooms

NOTES

BATHROOMS

New shower curtain unless current one is spotless and looks up-to-date

Have clients empty bathroom trash cans for showings

Put away toilet cleaner, toilet brush, and plunger since they add to clutter

Luxurious towels

Remove everything from the counter top

All personal items (grooming items, etc.) out of sight

Buy new faucets if worn out looking or have rust or scale deposits that cannot be removed

Leaky faucets must be repaired

Shine faucets and knobs and use Turtle Wax to keep them from getting water spots, same as for kitchen

Scrub the tiles and bleach the grout.

Caulk shower/tub and sink area if needed.

New vanity knobs, if needed.

Paint the vanity if it shows excessive wear and tear.

No reading material visible.

NOTES

HOME OFFICE

Remove file cabinets—one is ok

Clear off desk except for computer and lamp

Put away papers that may contain personal or business information; check the fax machine, too

Follow previous tips for every room

NOTES

EXERCISE ROOM

Air the room out

If exercise room is set up in an extra bedroom, consider turning it back into a bedroom

If the room will continue to be used as an exercise room remove clutter and make space

Personal items like shoes, water bottles, and towels must be kept out of sight

Follow previous advice for all rooms

NOTES

LAUNDRY, BASEMENT & GARAGE

Organize basement

Laundry area—cheerful rug in front of washer/dryer

Fresh coat of white paint

Put all detergents and laundry items out of sight

Remove everything that is not essential

Clean washer and dryer with spray cleaner to get them nice and shiny-new looking

NOTES

ODOR CONTROL

Control cigarette smoke odor—no smoking in the house

Pet odors under control

Sprinkle baking soda on carpets before vacuuming.

No cooking foods with strong, lingering odors. Strong spices and fish are to be avoided

Put a container of baking soda in refrigerator for odor control

Clean well with bleach water around the base of the toilet

Air the house out often

NOTES