

## did you remember to...

- ... turn on all the lights?
- ... put the used bath towels out of sight?
- ... turn on the music softly?
- ... open the window treatments and let the light in?
- ... check your answering machine or voice mail for possible showing requests?



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[www.topfloorhomes.com](http://www.topfloorhomes.com)

Providing the highest level of knowledge, expertise, discretion and integrity in the specialized art of client representation and real estate negotiation.

# marketing guidelines

What you need to know  
about showing your home





## what to expect

- An electronic key box attached outside your front door keeps your house keys safely available for real estate agents who want to preview or show your home. The agents lock your house and return the key to the key box when they are done. The electronic key box system generates an email to me after each agent visit and I follow up for feedback.
- Agents are required to leave a business card when they visit your home. Please keep the cards for me to collect.
- Check your voicemail or answering machine frequently for appointment messages from agents.
- Agents will make an appointment to either preview or show your home. You do not need to leave during agent previews. However, it is very important that you are not home during showings. Agents do their best to arrive at the scheduled time, however, when agents are showing more than one home, keeping a precise appointment time is sometimes difficult.  
**Please be patient and flexible.**
- On occasion, an agent will call you to request an appointment with very little notice. Having to vacate your home on short notice can be frustrating; however, it is in your best interest to accommodate these last minute requests.

## daily to do's

- Keep music playing in the main rooms of the house, including the master bedroom.
- Keep the house neat and in order.
- Make all beds and put used bath towels out of sight.
- Wipe bathroom sinks and fixtures after each use, and close toilet lids.
- Make sure your house smells fresh. Avoid cooking items that have lingering scents, such as fish or strong spices.
- Set the room temperature at a minimum of 68°.
- Turn lamps and lights on. A well-lit home looks more welcoming, especially on a dark Pacific Northwest day.
- Open window draperies and blinds and let the daylight in.
- Make sure the front porch and exterior entry are clean and swept.
- Have a plan for your pets and a safe place for them to go if you can't take them with you during a showing.



## staging your home

There are 4 ways to stage your home.

- 1 Ask me. I am trained and certified as an Accredited Stager, and I offer free staging services to my clients.
- 2 I can also help you rent a variety of furniture and accessories.
- 3 There are other professional stagers available for consultation and furniture rental.
- 4 You can do it yourself. Refer to the pamphlet "89 things to do to get your home ready."