

Step-by-Step Pre-Listing Guide & Checklist

Before Selling or Renting a Home

A Walk-Through, Fix Guide, and Checklist

Prepared by UnClutter & More



How to Use This Guide

This guide is meant to be used **right before listing a property for sale or rent.**

Follow it **step by step**, section by section. Each item includes:

- what to check
- why it matters
- how to fix it safely
- a checkbox to mark when completed

Treat this like an inspector would. When every box is checked, your property is positioned to:

- pass inspections more easily
 - reduce buyer or tenant objections
 - protect your price and timeline
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STEP 1: Exterior & Entry (Start Here)

Inspectors and buyers form opinions before they enter the home.

Garage Door Operation & Safety ⚠ High Risk

Check:

- Door opens and closes smoothly
- No loud snapping, grinding, or jerking
- Auto-reverse works when blocked

Why it matters: Garage doors are a major safety item. Malfunctions often fail inspections.

Fix safely:

- Lubricate rollers and hinges
- Tighten visible bolts (not springs)

Do NOT DIY: springs, cables, track alignment

Walkways, Driveways & Steps ⚠ High Risk

Check:

- No cracks wider than a coin
- No lifted or uneven slabs
- Step heights are even

Why it matters: Trip hazards create liability and inspection failures.

Fix safely:

- Fill small cracks
 - Grind minor raised edges
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Handrails & Guardrails

Check:

- Handrails installed where required
- Rails do not move when weight is applied

Fix safely:

- Tighten anchors into framing or masonry
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STEP 2: Landscaping & Drainage

These items commonly trigger warnings and fines.

Overgrowth Near Structures

Check:

- No branches touching siding or roof
- Walkways and windows are clear
- Vents and meters unobstructed

Fix safely:

- Trim vegetation 12–24 inches from structures
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Drainage & Downspouts High Risk

Check:

- No water pooling near foundation
- Downspouts direct water away from home

Fix safely:

- Add downspout extensions (6 ft minimum)
- Re-grade soil away from foundation

STEP 3: Interior Safety & Compliance

These items are non-negotiable for rentals and sales.

Smoke & CO Detectors ⚠ **High Risk**

Check:

- Installed on every level
- Installed near sleeping areas
- Working batteries

Fix safely:

- Replace batteries
 - Replace units over 7–10 years old
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Doors, Windows & Egress

Check:

- All windows open and close fully
- Doors latch properly
- Locks function smoothly

Fix safely:

- Adjust hinges
 - Lubricate tracks
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Electrical Basics

Check:

- GFCI outlets in kitchens, baths, laundry
- No missing or cracked outlet covers

Fix safely:

- Replace outlet covers
- Test GFCI outlets

Stop and call a pro if wiring is exposed.

STEP 4: Small Issues That Kill Deals

These look minor but heavily affect negotiations.

Roof & Gutters High Risk

Check:

- No missing shingles
- Gutters securely attached
- No overflow stains

Fix safely:

- Clear gutter debris
 - Secure loose gutter sections
-

Caulking & Sealing

Check:

- No cracked or missing caulk

Fix safely:

- Remove old caulk
 - Apply fresh waterproof sealant
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Fences & Gates

Check:

- Posts stable
- Gates open, close, and latch

Fix safely:

- Tighten hardware
 - Reset loose posts
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STEP 5: What NOT to DIY

Do not attempt the following:

- garage door springs or cables
- structural cracks
- major electrical work
- gas connections
- trees near power lines

Mistakes here cost more than hiring a professional.

STEP 6: Final Pre-Listing Review

Before listing:

- All high-risk items addressed
- No visible temporary fixes
- No water stains or strong odors
- Property feels safe and maintained

Want This Done for You?

UnClutter & More offers:

- pre-listing walk-throughs
- small fix packages
- hauling, cleanup, and prep services



Final Word

This step-by-step guide is about control.

When you fix the small things **before listing**, inspections don't decide the outcome — you do!

Updates & Revisions Notice

This guide may be updated periodically to reflect:

- changes in inspection standards or local bylaws
- improved best practices from the field
- clearer or safer methods for completing common fixes

If you obtained this guide through UnClutter & More, future revisions may be provided at no additional cost when available.

This ensures the checklist remains practical, current, and aligned with real-world inspection expectations.

Thank You

Thank you for choosing **UnClutter & More**.

We appreciate the trust you place in us while preparing your property for sale or rent. This guide reflects the same standards we use on real jobs — practical, safety-first, and focused on protecting your value.

If this checklist helped you feel more confident before listing, then it did its job.

— The UnClutter & More Team

