



Getting Prepared for Our Meeting

What You'll Need

- ✓ Any documentation related to your Homeowners' Association, such as Association name, contact person, phone number, amount of dues, and includes rules and regulations, bylaws, etc.
- ✓ Information about any recent upgrades or renovations you've made to your home.
- ✓ Copies of any relevant permits or certificates for renovations or additions.
- ✓ Know what you owe on your home.
- ✓ Utility information, including average monthly bills for electricity, water, gas, etc.
- ✓ Any warranties or documentation for major systems or appliances that will be included in the sale.
- ✓ Copy of a previous appraisal (to confirm square footage)
- ✓ Recent property tax statements or assessments
- ✓ A spare key for the lockbox (make sure the key works)
- ✓ Maintenance records or receipts for major repairs or improvements.
- ✓ Any specific features or selling points of your home that you would like to highlight.
- ✓ Any unique or noteworthy information about your neighborhood or community that could be attractive to potential buyers.
- ✓ If there is a septic system, we will need the map for certification.