

# Pre-Closing Checklist

As you prepare for the closing of your home sale, it's important to make sure that you have all of the necessary items and have completed all necessary tasks. To ensure a smooth closing process, please review and complete the items on this checklist.

## PRIOR TO CLOSING

- Start, stop, or move services: Utility, home insurance, electric, internet, gas, etc.
- Clean your house thoroughly or hire a cleaning service
- Collect all the manuals, warranties, and receipts for appliances.
- Shut off water valves.
- Remove all personal items and belongings from the home, including furniture, decor, and clothing.
- Forward your mail to your new address.
- Notify your HOA of the sale and upcoming change of ownership.
- Make arrangements for the transfer of any warranties or service agreements for home systems (e.g. alarm system, lawn service, etc.).
- Review all statements and disclosures to ensure that all costs and fees are accurate and that you understand the terms of the sale.

## BRING TO CLOSING

- Keys and/or security codes for the home, as well as any remotes for appliances (garage door, HVAC, etc)
- Photo identification (two forms of ID) for all sellers listed on the home contract
- Final utility bills to be paid at closing
- Cashier's check or proof of wire transfer to cover closing costs
- Proof of any repairs made as per the home inspection report



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