

Michael Thomas, Realtor – Seller Services List

The Value of a professional goes well beyond putting a home on the MLS!

1. Value Assessment

- a. Analyze seller's home and neighborhood comparisons.
- b. Draft a formal CMA, Competitive Market Analysis.

2. Assist with home prep and Staging

- a. Advise and supervise improvements and staging strategies.
- b. Coordinate vendor selection and vendor services.
- c. Stager, Cleaning Services, Inspection, Roofing, HVAC, Contractors...

3. Pricing the Home

- a. Council seller on pricing strategies.
- b. Collaborate to establish a listing price.

4. Marketing the Home

- a. Implement the seller-approved marketing plan.
- b. Market the home with ongoing owner communication.

5. Sales Strategy Assessment and Evaluation

- a. Consistent review of active on the property and neighborhood.
- b. Advise Seller on continued marketing and pricing.

6. Receive Purchase Offer & Negotiating the Sell

- a. Present offers and Advise on terms and issues of the offer.
- b. Negotiate on the Seller's behalf.
- c. Fill out purchase offer contract or counter.

7. Vendor Coordination

- a. Advise and supervise vendor selections, including Title Insurance work.
- b. Coordinate - Sewer Scope, Inspection, Roofing, HVAC, Lead Paint, Asbestos...

8. Pre-close Preparation & Contract Management

- a. Coordinate and supervise document preparation.
- b. Manage the contract deadlines and provide pre-closing consulting.

9. Closing

- a. Preview closing documents.
- b. Resolve last-minute issues.
- c. Complete transaction.

10. Post Closing

- a. Assist with transition of move-in.
- b. Assist with post-closing issues.