



REAL ESTATE ONE FAMILY OF COMPANIES

MICHIGAN'S LARGEST REAL ESTATE BROKER



OUR STORY

REAL ESTATE ONE FAMILY OF COMPANIES

The Real Estate One Family of Companies is a Michigan-based company and is the largest real estate broker in the state.

The family of companies is ranked 7th nationally. In its third generation of family ownership, the Real Estate One Family of Companies consists of five real estate brands, Real Estate One, Max Broock, Johnstone & Johnstone, the Charles Reinhart Company and Advantage Realty, as well as a one-stop shop of real estate services including John Adams Mortgage, Capital Title Insurance Agency, Insurance One, Relocation America International, and Rental Management One.

The members of this company-wide family dedicate themselves to the core values of excellence, caring, integrity, teamwork and empowerment. Demonstrating these values to their fullest potential has earned the companies a "Michigan Top Workplaces" title for six years in a row. In 2016, the Real Estate One Family of Companies was ranked as the 6th in Michigan by Top Workplace. Every day is spent striving towards the mission of creating the best real estate experience through its family of services.

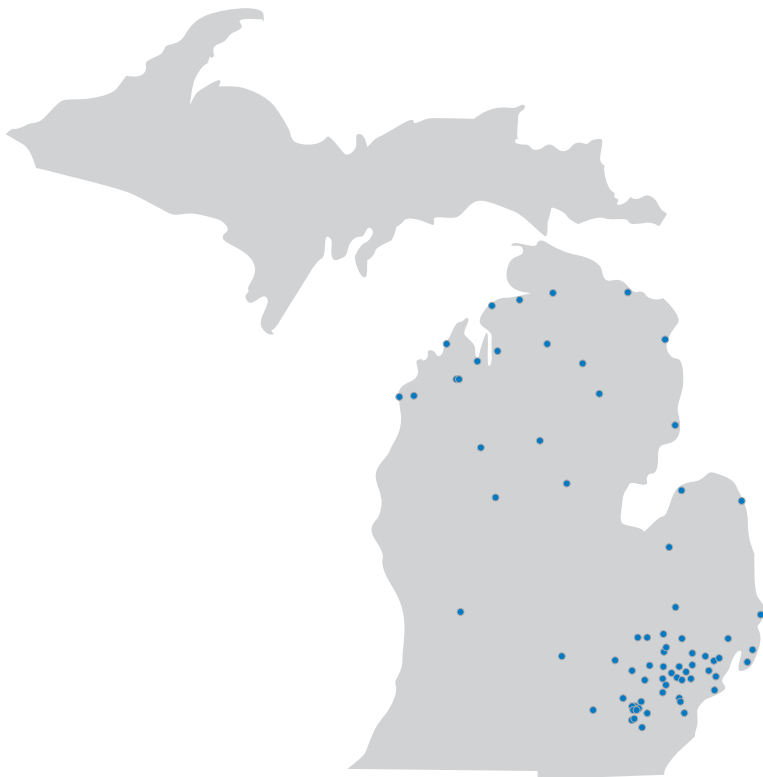




OUR MICHIGAN

AGENTS ALL OVER THE STATE

Our network of 75 offices and over 2,000 sales associates offer additional ease of service for our clients by bringing buyers and sellers together across the state of Michigan.





2016 SUMMARY

A YEAR IN REVIEW



Becoming the 7th largest independent broker in the Nation doesn't happen by chance. Below are four reasons why we continuously rank in the top 10 in the U.S.

209,092

SHOWING APPOINTMENTS

26,923

PROPERTIES SOLD/LEASED

\$5.4 Billion

IN SALES VOLUME

2.98 Million

UNIQUE VISITS TO OUR WEBSITE





CITY

NEIGHBORHOOD MARKET SHARE

We are the only broker to hold a top position in every Metro Detroit market. We are market leaders in your community and those where your buyers are most likely to come from, bringing more contacts to you.



Ann Arbor
Birmingham/Bloomfield
Brighton/Livingston County
Chesterfield Twp.
City of Detroit
Clarkston/Waterford
Clinton/Macomb Twp./ Fraser
Dearborn/Dearborn Heights
Dexter/Chelsea
Downriver Area
Grosse Pointe/St. Clair Shores/Harper Woods
Livonia/Redford

Milford/South Lyon/Commerce
Northwest Michigan/Traverse City
Novi/Northville
Oxford/Lake Orion
Plymouth/Canton
Royal Oak Area
Saline/Milan/Ypsilanti
Sterling Heights/Warren/Shelby Twp.
Southfield/Lathrup Village/Oak Park
Troy/Rochester
West Bloomfield/Farmington Hills

MICHIGAN OVERALL #1



REGION

NUMBER ONE IN THE AREA

We take pride in being a large company that still feels local. We are number one in the Metro Detroit region (Wayne, Washtenaw, Oakland, Macomb and Livingston counties), a ranking we have held for many years.

FROM CRAIN'S DETROIT BUSINESS 2017 BOOK OF LISTS

Rank	Company	Gross Sales (\$000,000) 2015	Gross Sales (\$000,000) 2014	No. of residential transactions closed in 2015	No. of licensed brokers and registered sales representatives	No. of offices
1	Real Estate One Family of Companies	\$4,820.4	\$4,274.1	23,515	1,875	43
2	Coldwell Banker Weir Manuel	1,120.5	1,086.9	4,847	424	12
3	Re/Max Classic	716.6	751.3	3,756	161	5
4	Re/Max Platinum	696.3	534.0	3,412	327	5
5	Howard Hanna	598.5	535.4	3,399	215	10
6	Century 21 Town & Country	550.1	504.0	2,871	291	7
7	Hall & Hunter Realtors	510.7	466.5	1,307	90	1
8	Keller Williams Realty Novi/Northville	472.0	357.1	2,237	235	2
9	Signature Sotheby's International Realty	414.4	460.5	748	101	1
10	Real Estate Affiliates Keller Williams WB & Commerce	381.6	325.6	1,921	305	2
11	Keller Williams Plymouth/Canton	371.9	301.6	2,171	258	1
12	Keller Williams Realty Lakeside	354.5	274.6	2,099	215	1

The 2015 Ranking Chart was initially published in the December 2016 Crain's Detroit Business "2017 Book of Lists." Crain's Detroit Business has not published an updated 2016 Ranking.

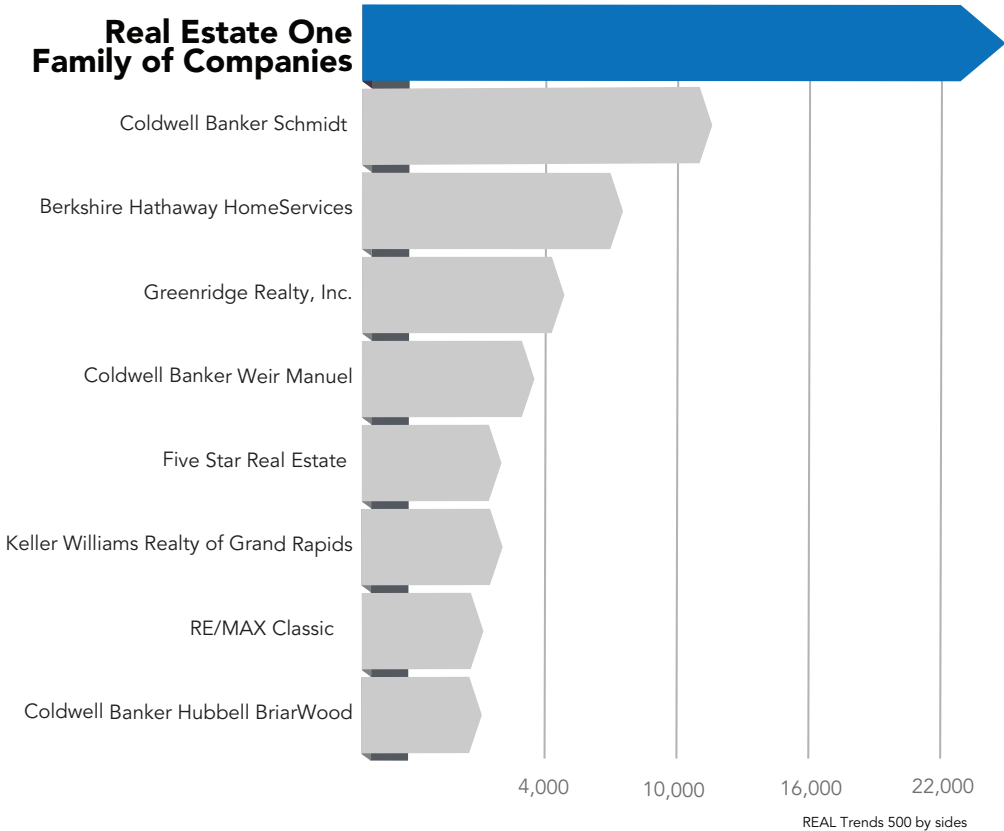




STATE

MICHIGAN'S LARGEST REAL ESTATE BROKERAGE

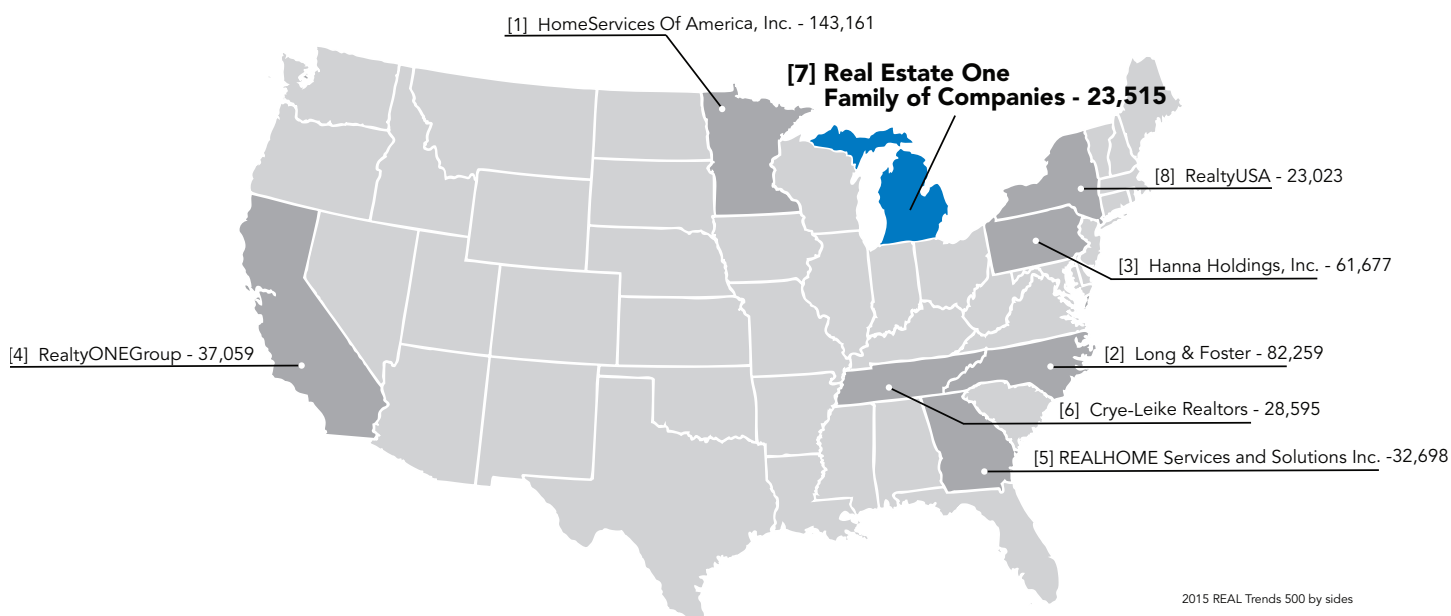
We are the largest real estate firm in Michigan, closing over 10,000 more transactions than our closest competitor.



NATION

PROUD TO BE RANKED 7TH IN THE UNITED STATES

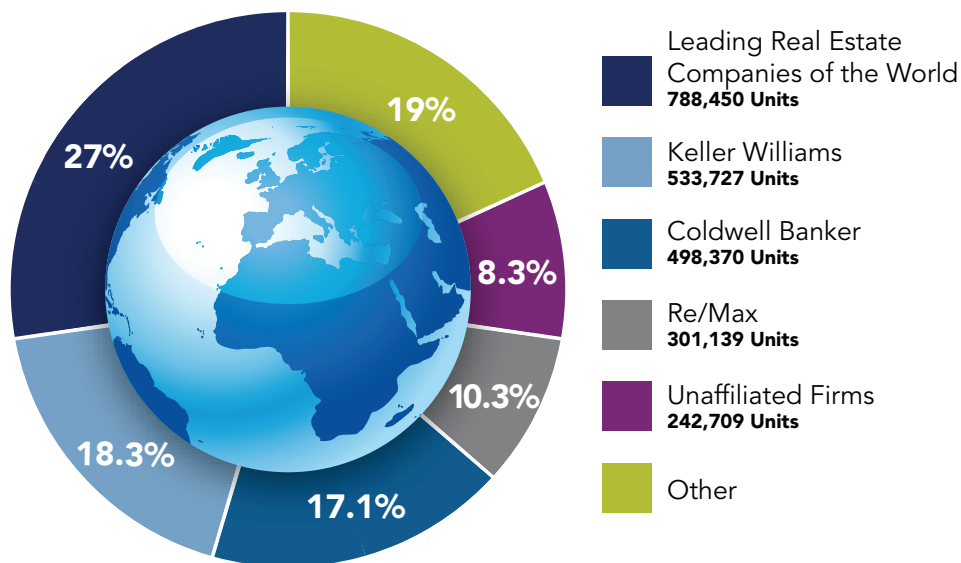
Real Estate One Family of Companies consistently ranks in the top 10 brokers in the Nation and is currently ranked 7th independent broker, as published by *REAL Trends 500* in its ranking of top brokerages in the United States.



WORLD

INTERNATIONAL CONNECTIONS

We are a member of Leading Real Estate Companies of the World® (LeadingRE). By combining all the independently owned broker affiliates belonging to LeadingRE, this network is larger than any other global franchise network. LeadingRE sells 48% more homes than any competitor among the top 500 U.S. Real Estate firms.



Source: REAL Trends Top 500 for 2015 production

Leading REAL ESTATE
COMPANIES
OF THE WORLD®





ACHIEVEMENTS

TOP WORKPLACE AND BEST & BRIGHTEST

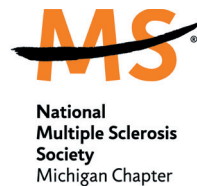
Real Estate One
Family of Companies
#6 Large Company
WorkplaceDynamics
Detroit Free Press

Real Estate One Family of Companies ranks among the nation's most prestigious real estate firms. We accepted our sixth consecutive Top Workplace award and are honored to be ranked 6th in the state.





The Real Estate One Charitable Foundation was launched in 2004. Donations to the Foundation provide an opportunity to give back to our communities where we work and live. The foundation is currently supporting the following charities in which our agents and employees are our biggest contributors.



over \$3,000,000
total charitable contributions since 2004





At the Real Estate One Family of Companies, our core values represent what is most important to us. These beliefs are practiced every day, whether we are interacting with one another or our clients. Our Mission is to create the BEST real estate experience through our family of services.





MARKETING YOUR HOME

WE HAVE THE TOOLS TO MARKET YOU

[Top Broker Website in Michigan](#)

Each listed property gets its own website with the option of up to 50 photos, floor plans and 360° virtual walkthroughs. Our open houses are promoted online at various websites like OpenHouses.com and MoveinMichigan.com.

[Schedule An Appointment](#)

Buyers can set their appointments immediately while viewing pictures and a description of your home online 24 hours a day.

[Buyer Migration Trend Analysis](#)

Historical seller data about individual home moves is compiled to determine where sellers are most likely to find buyers for their home.

[Advertising](#)

Our digital and print advertising reaches buyers across a variety of demographic groups that can be targeted by location.

[Market Research](#)

We have extensive knowledge of the real estate market and current market conditions. We integrate data from our internal databases and the Multiple Listing Service to provide you a customized market analysis.

[Property Notification System](#)

This program recognizes buyers who have inquired about homes like yours and automatically sends them information alerts about your home. Plus, buyers can receive your property details at any time with any device (smartphone, tablet, computer, etc.).



UNIQUE VIEWS

WE MARKET TO THE WORLD

Making the difference in the time it takes to sell and the amount you net. Every sales associates has access to the Multiple Listing Service and can search the same database and show the same homes, but we have an extensive internet network that provides the most marketing exposure for your home.

LEADING REAL ESTATE WEBSITE
in Southeast Michigan

TOP VISITED BROKER WEBSITE
in the state

MOST WEBSITES
showcasing your home



*geographically or price restricted





INNOVATIVE MARKETING

LOCAL AND LARGE




A low-angle, perspective view of a curved bookshelf filled with books, with a balcony railing visible in the foreground. The image is oriented horizontally but appears to be a rotated version of the original vertical shot.

[illegible]

Oakland County Market Report
January 2012 through March 2012

Legend: Sales, Inventory, Price, Days on Market, etc.

Property Type	Location	Sales	Inventory	Price	Days on Market	Sales	Inventory	Price	Days on Market	Sales	Inventory	Price	Days on Market	Sales	Inventory	Price	Days on Market
Single-Family Detached	Ann Arbor	12	15	125,000	45	10	12	120,000	40	8	10	115,000	35	6	8	110,000	30
Single-Family Attached	Ann Arbor	5	8	85,000	35	4	6	80,000	30	3	4	75,000	25	2	3	70,000	20
Condo/Townhome	Ann Arbor	3	5	60,000	30	2	4	55,000	25	1	2	50,000	20	1	2	45,000	15
Commercial	Ann Arbor	1	2	150,000	60	1	2	140,000	55	1	2	130,000	50	1	2	120,000	45
Industrial	Ann Arbor	1	1	200,000	70	1	1	190,000	65	1	1	180,000	60	1	1	170,000	55
Multi-Family	Ann Arbor	2	3	90,000	40	2	3	85,000	35	2	3	80,000	30	2	3	75,000	25
Single-Family Detached	Farmington Hills	8	10	110,000	40	7	9	105,000	35	6	8	100,000	30	5	7	95,000	25
Single-Family Attached	Farmington Hills	4	6	90,000	35	3	5	85,000	30	2	4	80,000	25	1	3	75,000	20
Condo/Townhome	Farmington Hills	2	4	70,000	30	1	3	65,000	25	1	2	60,000	20	1	2	55,000	15
Commercial	Farmington Hills	1	2	160,000	65	1	2	150,000	60	1	2	140,000	55	1	2	130,000	50
Industrial	Farmington Hills	1	1	210,000	75	1	1	200,000	70	1	1	190,000	65	1	1	180,000	60
Multi-Family	Farmington Hills	2	3	85,000	35	2	3	80,000	30	2	3	75,000	25	2	3	70,000	20
Single-Family Detached	Westland	6	8	100,000	35	5	7	95,000	30	4	6	90,000	25	3	5	85,000	20
Single-Family Attached	Westland	3	5	80,000	30	2	4	75,000	25	1	3	70,000	20	1	2	65,000	15
Condo/Townhome	Westland	1	3	65,000	25	1	2	60,000	20	1	2	55,000	15	1	2	50,000	10
Commercial	Westland	1	2	170,000	70	1	2	160,000	65	1	2	150,000	60	1	2	140,000	55
Industrial	Westland	1	1	220,000	80	1	1	210,000	75	1	1	200,000	70	1	1	190,000	65
Multi-Family	Westland	2	3	80,000	30	2	3	75,000	25	2	3	70,000	20	2	3	65,000	15

The following table is a composite listing of the most notable TV shows in the United States. It is based on the number of times the shows have been ranked in the top 10 of the Nielsen ratings.

Here is a sample of the combined list that the user can use if needed:

Year Released	Network	Debut	End	Comments
1954	ABC	1954	1955	1st
1955	ABC	1955	1956	2nd
1956	ABC	1956	1957	3rd
1957	ABC	1957	1958	4th
1958	ABC	1958	1959	5th
1959	ABC	1959	1960	6th
1960	ABC	1960	1961	7th
1961	ABC	1961	1962	8th
1962	ABC	1962	1963	9th
1963	ABC	1963	1964	10th

Following this are the names of the shows and the network they aired on:

1964-1965: *The Dick Van Dyke Show* (ABC)

1965-1966: *The Dick Van Dyke Show* (ABC)

1966-1967: *The Dick Van Dyke Show* (ABC)

1967-1968: *The Dick Van Dyke Show* (ABC)

1968-1969: *The Dick Van Dyke Show* (ABC)

1969-1970: *The Dick Van Dyke Show* (ABC)

1970-1971: *The Dick Van Dyke Show* (ABC)

1971-1972: *The Dick Van Dyke Show* (ABC)

1972-1973: *The Dick Van Dyke Show* (ABC)

1973-1974: *The Dick Van Dyke Show* (ABC)

1974-1975: *The Dick Van Dyke Show* (ABC)

1975-1976: *The Dick Van Dyke Show* (ABC)

1976-1977: *The Dick Van Dyke Show* (ABC)

1977-1978: *The Dick Van Dyke Show* (ABC)

1978-1979: *The Dick Van Dyke Show* (ABC)

1979-1980: *The Dick Van Dyke Show* (ABC)

1980-1981: *The Dick Van Dyke Show* (ABC)

1981-1982: *The Dick Van Dyke Show* (ABC)

1982-1983: *The Dick Van Dyke Show* (ABC)

1983-1984: *The Dick Van Dyke Show* (ABC)

1984-1985: *The Dick Van Dyke Show* (ABC)

1985-1986: *The Dick Van Dyke Show* (ABC)

1986-1987: *The Dick Van Dyke Show* (ABC)

1987-1988: *The Dick Van Dyke Show* (ABC)

1988-1989: *The Dick Van Dyke Show* (ABC)

1989-1990: *The Dick Van Dyke Show* (ABC)

1990-1991: *The Dick Van Dyke Show* (ABC)

1991-1992: *The Dick Van Dyke Show* (ABC)

1992-1993: *The Dick Van Dyke Show* (ABC)

1993-1994: *The Dick Van Dyke Show* (ABC)

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2001-2002: *The Dick Van Dyke Show* (ABC)

2002-2003: *The Dick Van Dyke Show* (ABC)

2003-2004: *The Dick Van Dyke Show* (ABC)

2004-2005: *The Dick Van Dyke Show* (ABC)

2005-2006: *The Dick Van Dyke Show* (ABC)

2006-2007: *The Dick Van Dyke Show* (ABC)

2007-2008: *The Dick Van Dyke Show* (ABC)

2008-2009: *The Dick Van Dyke Show* (ABC)

2009-2010: *The Dick Van Dyke Show* (ABC)

2010-2011: *The Dick Van Dyke Show* (ABC)

2011-2012: *The Dick Van Dyke Show* (ABC)

2012-2013: *The Dick Van Dyke Show* (ABC)

2013-2014: *The Dick Van Dyke Show* (ABC)

2014-2015: *The Dick Van Dyke Show* (ABC)

2015-2016: *The Dick Van Dyke Show* (ABC)

2016-2017: *The Dick Van Dyke Show* (ABC)

2017-2018: *The Dick Van Dyke Show* (ABC)

2018-2019: *The Dick Van Dyke Show* (ABC)

2019-2020: *The Dick Van Dyke Show* (ABC)

2020-2021: *The Dick Van Dyke Show* (ABC)

2021-2022: *The Dick Van Dyke Show* (ABC)

2022-2023: *The Dick Van Dyke Show* (ABC)

2023-2024: *The Dick Van Dyke Show* (ABC)

2024-2025: *The Dick Van Dyke Show* (ABC)

2025-2026: *The Dick Van Dyke Show* (ABC)

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2063-2064: *The Dick Van Dyke Show* (ABC)

2064-2065: *The Dick Van Dyke Show* (ABC)

2065-2066: *The Dick Van Dyke Show* (ABC)

2066-2067: *The Dick Van Dyke Show* (ABC)

2067-2068: *The Dick Van Dyke Show* (ABC)

2068-2069: *The Dick Van Dyke Show* (ABC)

2069-2070: *The Dick Van Dyke Show* (ABC)

2070-2071: *The Dick Van Dyke Show* (ABC)

2071-2072: *The Dick Van Dyke Show* (ABC)

2072-2073: *The Dick Van Dyke Show* (ABC)

2073-2074: *The Dick Van Dyke Show* (ABC)

2074-2075: *The Dick Van Dyke Show* (ABC)

2075-2076: *The Dick Van Dyke Show* (ABC)

2076-2077: *The Dick Van Dyke Show* (ABC)

2077-2078: *The Dick Van Dyke Show* (ABC)

2078-2079: *The Dick Van Dyke Show* (ABC)

2079-2080: *The Dick Van Dyke Show* (ABC)

2080-2081: *The Dick Van Dyke Show* (ABC)

2081-2082: *The Dick Van Dyke Show* (ABC)

2082-2083: *The Dick Van Dyke Show* (ABC)

2083-2084: *The Dick Van Dyke Show* (ABC)

2084-2085: *The Dick Van Dyke Show* (ABC)

2085-2086:

The image shows a computer monitor displaying the Real Estate One website. The website has a dark background with a grid pattern. At the top, there is a navigation bar with the Real Estate One logo in the center, the Brookwood logo (with 'EST. 1895') on the left, and the Johnson & Johnson logo (with 'EST. 1929') on the right. Below the navigation bar, the word 'Reinhardt' is displayed in a large, white, serif font. Underneath 'Reinhardt', there is a section titled 'Market Update' in white text. To the left of this title is a large, stylized digital clock showing '00:58' in white. To the right of the clock is a vertical white line. The entire website content is displayed on a computer monitor with a silver base.

[illegible]

TECHNOLOGY

REAL ESTATE IN THE REAL WORLD

It's a tech driven world and we have made our online presence as prevalent and accessible as possible. From social media like Facebook and Twitter to agent sites with built-in multiple MLS search engines, we cover all technical outlets. You can even find your sales associate and available properties on the market with our "Michigan Real Estate Search" mobile app.

Personalized Website



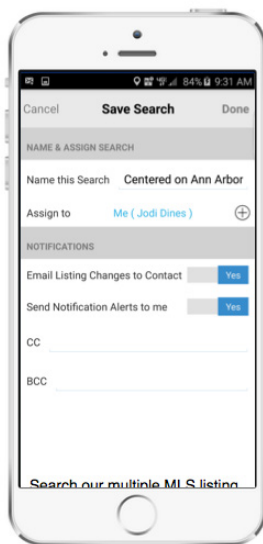
INSTANT ACCESS

SERVICE AT YOUR FINGERTIPS

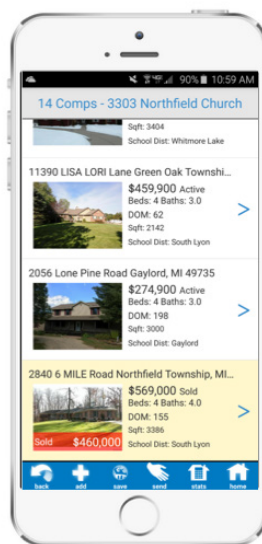
We want our services available to you at all times with instant access. Real Estate One's free Michigan Real Estate Search mobile app is available on iTunes and Google Play. With touch-interactive drawing maps, full property details, lifestyle search and more, you will never be left guessing about a home's status again.



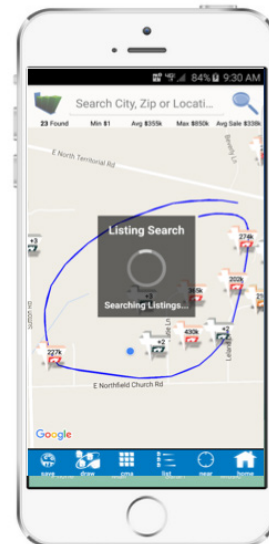
Michigan Real Estate Search



Search our multiple MLS listing database from anywhere within our mobile app



View full scale photos and property descriptions



Use the GPS-enabled interactive drawing map to narrow your options



REACH

HOW WE ATTRACT MORE BUYERS

Our extensive network provides the most marketing exposure for your home, making the difference in the time it takes to sell and the amount you net from the transaction.

THEM



Multiple
Listing
Service

Website

Signs
Advertising

US



Multiple
Listing
Service

National web exposure
State's most viewed broker website
Largest home marketing budget
Innovative buyer financing
Social networking

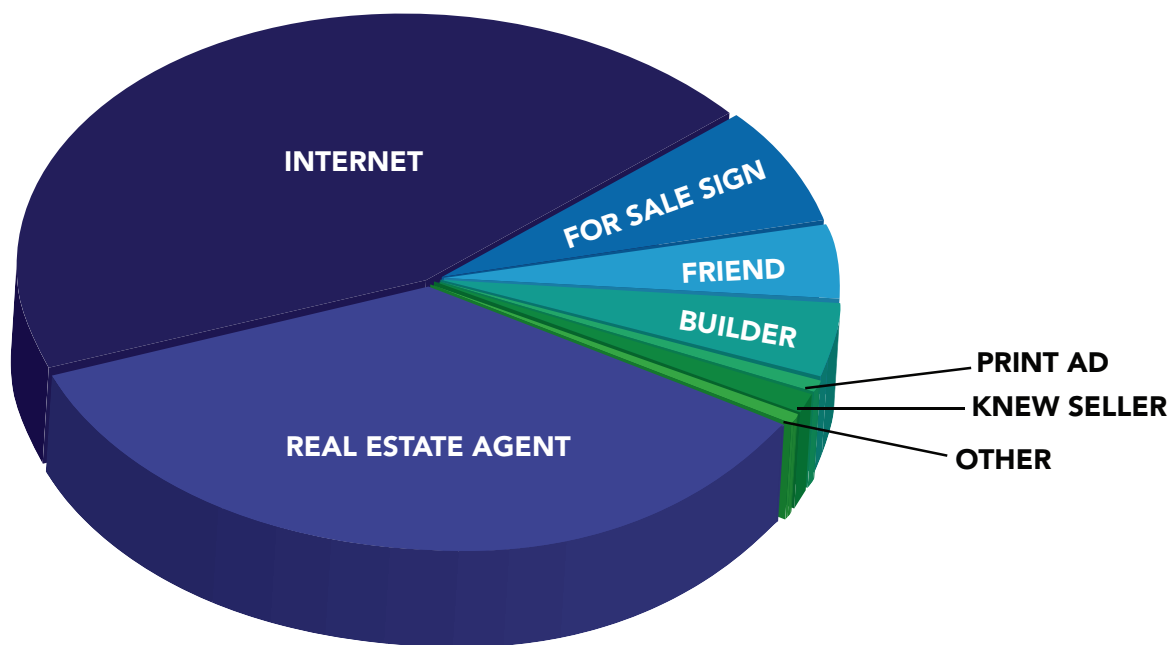
Largest corporate transfer department
Company-wide open houses
Demographic marketing
Office network promotion
Largest past customer base
Recognizable lawn signs
Direct mail promotion
Mobile app
Market research



KNOW YOUR BUYER

WHERE BUYERS FIND THEIR HOMES

A recent survey conducted by the National Association of Realtors confirms why our network of sales associates across the state and our award-winning websites make us Michigan's largest real estate broker.



2015 NAR Profile of Home Buyers and Sellers Exhibit 3-9



RELATIONSHIPS MATTER

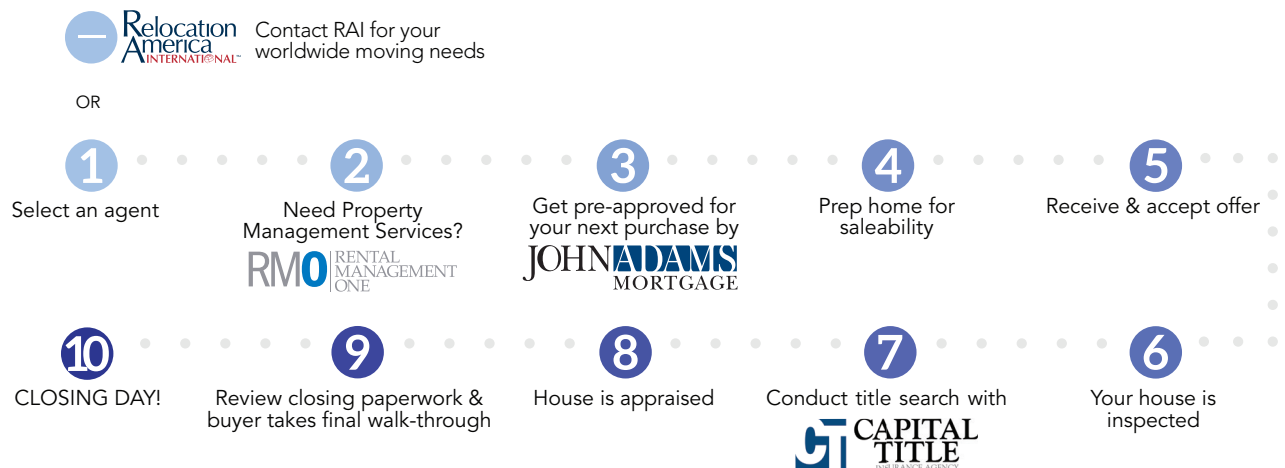
ONE-STOP SHOPPING

With the help of our affiliate companies, we are able to provide a faster and more efficient process for your real estate transaction — from the time the sign is put in your yard to well after the closing of your sale.

BUYING PROCESS



SELLING PROCESS



GTL Investments, Inc. DBA: John Adams Mortgage, Front Street Mortgage and Ann Arbor Mortgage Companies. Company NMLS #140012, 25800 Northwestern Highway, Ste. 110, Southfield, MI 48075





SERVICE PROVIDERS

CONTINUOUSLY RANKED TOP 10 IN THE NATION

We are 9th in the country for providing in-house real estate services with the combined sales of John Adams Mortgage Company, Insurance One Agency and Capital Title Insurance Agency.

Rank	Company	State	Transactions
1	NRT LLC	NJ	244,289
2	HomeServices of America Inc.	MN	193,646
3	The Long & Foster Companies, Inc.	VA	49,204
4	Hanna Holdings, Inc.	PA	46,589
5	First Team Real Estate	CA	22,074
6	Allen Tate Companies	NC	18,124
7	Crye-Leike Realtors	TN	17,784
8	Shorewest, Realtors	WI	13,595
9	Real Estate One Family of Companies John Adams Mortgage Company Insurance One Agency Capital Title Insurance Agency	MI	10,118

2016 Real Trends 500



GTL Investments, Inc. DBA: John Adams Mortgage, Front Street Mortgage and Ann Arbor Mortgage Companies. Company NMLS #140012, 25800 Northwestern Highway, Ste. 110, Southfield, MI 48075





ZESTI-MISS

NOT EVERYTHING YOU READ ON THE INTERNET IS TRUE

Spencer Rascoff, CEO of the Seattle-based real estate media website, Zillow, sold his home in the city's Madison Park neighborhood for \$1.05 million at the end of February, 40% less than the given Zestimate of \$1.75 million shown on its property page one day later.

The gap between the Zestimate of Rascoff's former property and its sales price has decreased only modestly since then.

Zillow readily acknowledges that Zestimates can be inaccurate, but some consumers can still take them at face value.

In July, the Zestimate of Rascoff's former property wouldn't have raised the eyebrows of anyone who's familiar with automated valuation models (AVMs). At \$1.388 million, the property's Zestimate was 7.3 percent higher than its listing price of \$1.295 million at the time.

Since Zillow only shows revised historical Zestimate data on property pages, the home's property page currently indicates that the property's Zestimate was around \$1.6 million in July 2015, somewhere in the neighborhood of \$200,000 more than the Zestimate that actually appeared on its property page on July 17, 2015.

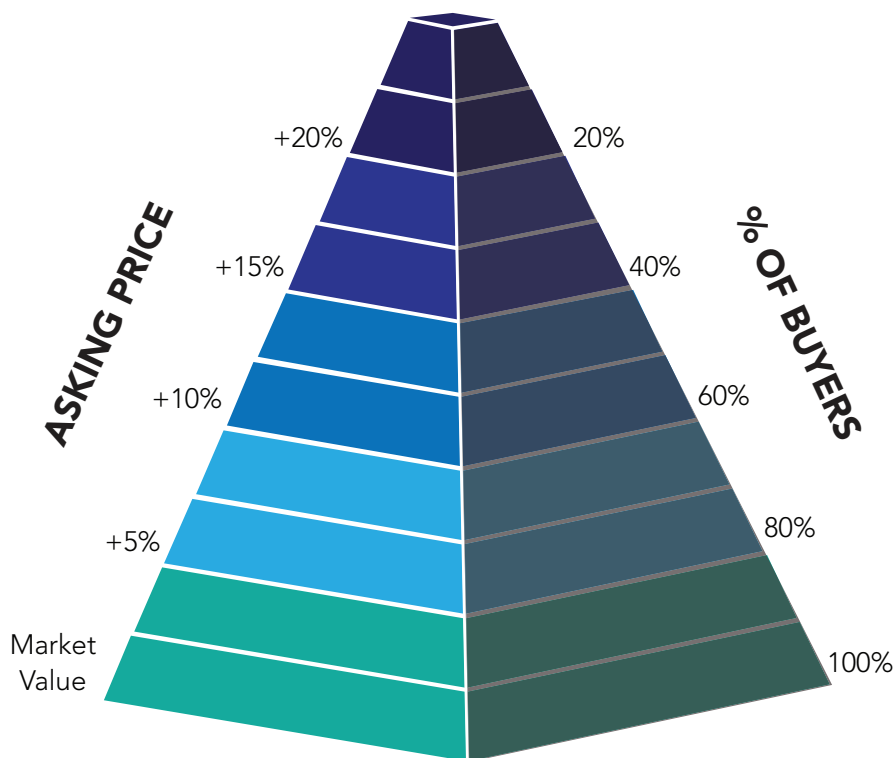
If Rascoff thought his home was worth its July listing price, the outcome of the sale might have come as a disappointment. But if the success of the transaction were judged by the property's Zestimate, it was a failure.

*- Excerpts taken from
'Zillow CEO Spencer Rascoff sold home for much less than Zestimate'
Inman.com, June 2016*



SETTING THE PRICE

TODAY'S BUYER HAS ACCESS TO EXTENSIVE DATA



Compare the percentage of buyers (on right) with the market value of the house (on left).

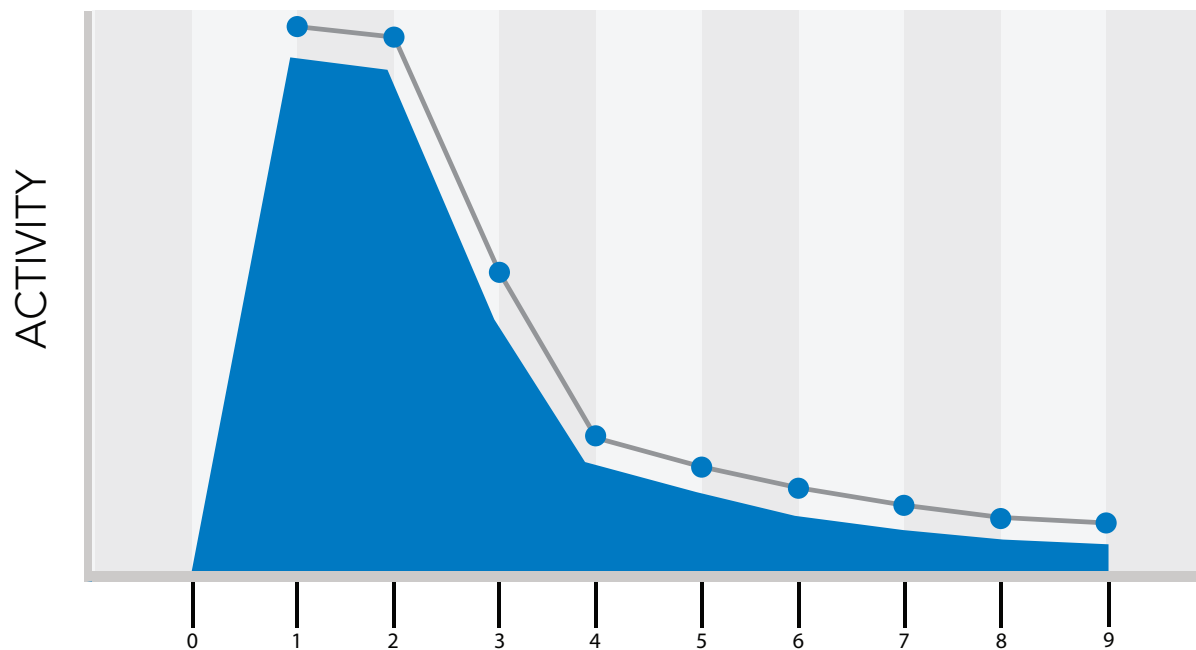
- Realistic pricing will achieve maximum price in a reasonable time.
- Your profit desire is irrelevant; the market determines the price.
- The cost of improvements are almost always more than the added value.
- Houses that remain on the market for a long time become "market worn" and do not get shown as often.



THE PRICE IS RIGHT

TIMING IS VERY IMPORTANT IN THE REAL ESTATE MARKET

Your property gets the most attention when it first comes on the market. Be sure the asking price is attractive when both interest level and activity are at their highest.



SETTING THE FEE

WHO GETS WHAT AND WHY

The brokerage fee is divided into two parts — the listing fee and the selling fee. The chart below helps you to determine the percentages for the listing and selling brokers.

LISTING COMPENSATION 3-4%

- Provide a market analysis
- Define the most likely target buyers
- Create a marketing plan for your home
- Internet marketing distribution
- Promote the home to the brokerage community
- Target local and metro media promotion
- Follow up with all property inquiries
- Review activity results and adjust marketing plan
- Negotiate any offers on your behalf
- Manage the closing process and post closing needs
- Remain a trusted advisor

SELLING COMPENSATION 3-5%

- Help the buyer define their home requirements
- Provide home and area information to the buyer
- Introduce the buyer to your home
- Negotiate on behalf of the buyer
- Facilitate the buyer's financing needs
- Manage the closing process and post closing needs
- Remain a trusted advisor





PREPARING YOUR HOME

BUYERS ONLY GET ONE FIRST IMPRESSION

EXTERIOR

The condition of your home's exterior is most important when it comes to buyer appeal

- ☐ House number should be easy to read
- ☐ Lights on timers to ensure house is lit up after sunset
- ☐ Eaves, troughs and downspouts in good repair
- ☐ Garage/carport clean and tidy
- ☐ Litter picked up
- ☐ Cracked or broken window panes replaced
- ☐ Doorbell and door hardware in good repair
- ☐ Touch-up trim paint on doors, window frames, fascia, etc
- ☐ Mow, edge and weed the lawn frequently until the home is sold
- ☐ Overgrown shrubbery should be cut back to show as much of the exterior as possible
- ☐ A low-cost investment in seasonal flowers or ground cover will add a personal touch
- ☐ Stucco water stains can be repaired using a mild bleaching agent
- ☐ Inspect the roof for necessary repairs and any visible broken shingles or tiles
- ☐ Fences should be mended and painted

INTERIOR

Warm and welcoming

- ☐ Chipped plaster and paint touched up and repaired
- ☐ Leaky taps and toilets repaired
- ☐ Burned out light bulbs replaced
- ☐ Squeaky doors oiled
- ☐ Mirrors, fixtures, and taps cleaned and polished
- ☐ Seals around tubs and basins in good repair
- ☐ Closets and cupboards neat and tidy
- ☐ All torn screens should be repaired or replaced
- ☐ Avoid repainting the entire house unless current colors are very loud or offbeat
- ☐ White or light pastels are the easiest to work with and they make your rooms look larger
- ☐ Countertops neat and polished
- ☐ Appliances cleaned





SHOWING YOUR HOME

GIVE POTENTIAL BUYERS THE BEST POSSIBLE EXPERIENCE

Agents from many real estate firms will want to show your home.

Please make your home as accessible as possible for agent showing appointments. It is suggested to allow a lockbox to be installed on your door, you'll increase your odds for a sale by allowing more qualified buyers to view your home.

- ☐ Open all draperies and window shades during daylight hours
- ☐ Turn on all lights and replace bulbs with high wattage bulbs where needed
- ☐ Open windows one half hour before showing to circulate fresh air
- ☐ Open all the doors between rooms to give an inviting feeling
- ☐ Place fresh flowers on kitchen table and/or in the living room
- ☐ If possible, bake cookies or bread to add in an inviting aroma
- ☐ Bathroom should sparkle with towels folded and toilet lid down
- ☐ Replace any items not included in the sale, or tag them appropriately with "to be replaced with..." or "not included" signs
- ☐ Floors cleaned, garbage containers emptied
- ☐ Closets and cupboards neat and tidy
- ☐ Valuable property out of reach, out of sight, or locked away
- ☐ Pets absent or contained during showings
- ☐ Make beds and have clothes picked up
- ☐ Fireplace lit in cooler weather
- ☐ Air conditioner turned on in warm weather
- ☐ Appliances cleaned



