

Real Estate Sales Person  
**6501395183** No.  
LICENSE INFO.

**KEYSTWO**



**REAL ESTATE**

No. **6505331146**

BROKER OFFICE &  
LICENSE INFO.



**KELLERWILLIAMS.**

KALAMAZOO MARKET CENTER INC

Information available from: THE STATE OF MICHIGAN's  
Department of Licensing and Regulatory Affairs (LARA)  
Bureau of Professional Licensing / Corporations, Securities & Commercial Licensing Bureau

653 ROMENCE ROAD rd.

KEYS TWO, LLC e.

Agent ANDREW VERGUNST

## PROPERTY READINESS CHECKLIST

City PORTAGE, MI 49024

<input type="checkbox"/>	<b>Plan Ahead</b>	<input type="checkbox"/>	Store any toys or equipment lying on the yard.
<input type="checkbox"/>	Walk home and site critiquing from a buyer's perspective.	<input type="checkbox"/>	Clean up pet droppings.
<input type="checkbox"/>	Hire a contractor to make repairs that are needed.	<input type="checkbox"/>	Clean the gutters and downspouts.
<input type="checkbox"/>	Estimate your current market value.		<b>Pay Attention to Kitchens and Bathrooms</b>
<input type="checkbox"/>	Sell, donate or trash anything you don't need.	<input type="checkbox"/>	Mop and wax/polish the floors.
	<b>Clean, Declutter and Depersonalize</b>	<input type="checkbox"/>	Clear the counter-tops.
<input type="checkbox"/>	Thoroughly clean the entire home.	<input type="checkbox"/>	Replace outdated and worn hardware.
<input type="checkbox"/>	Scrub tile in the kitchen and bathrooms.	<input type="checkbox"/>	Clean appliances and fixtures.
<input type="checkbox"/>	Clean and buff or repair hardwood floors.	<input type="checkbox"/>	Clean and organize the pantry, cabinets and drawers.
<input type="checkbox"/>	Clean carpets. Consider replacing carpet if heavily stained.	<input type="checkbox"/>	Replace old caulking around sinks and bathtubs.
<input type="checkbox"/>	Get rid of all dust bunnies.	<input type="checkbox"/>	Remove stains from sinks, toilets and bathtubs.
<input type="checkbox"/>	Repair cracks and holes in the walls.	<input type="checkbox"/>	Keep all toilet seat lids closed.
<input type="checkbox"/>	Paint interior walls with neutral colors.	<input type="checkbox"/>	Hang fresh towels.
<input type="checkbox"/>	Remove excess and over-sized furniture.		<b>Show Off Your Home's Best Features</b>
<input type="checkbox"/>	Rearrange furniture to maximize space.	<input type="checkbox"/>	Remove rugs to show off hardwood floors.
<input type="checkbox"/>	Organize room closets and store out-of-season clothes.	<input type="checkbox"/>	Pull back drapes to showcase nice views.
<input type="checkbox"/>	Remove all small appliances, toys, magazines and pet items.	<input type="checkbox"/>	Stage the landings with furniture and potted plants.
<input type="checkbox"/>	Remove family photos, personal collections.	<input type="checkbox"/>	Make sure fireplaces/woodstoves are in working condition.
<input type="checkbox"/>	Remove private items like medications and mail.	<input type="checkbox"/>	Clean the backyard and pool area.
<input type="checkbox"/>	Remove items from the garage and store them off site.		<b>Appeal to the Senses for Showings</b>
<input type="checkbox"/>	Secure valuable items, including cash and jewelry.	<input type="checkbox"/>	Bake bread or cookies or burn scented candles.
	<b>Maximize Curb Appeal</b>	<input type="checkbox"/>	Offer light refreshments.
<input type="checkbox"/>	Paint home's exterior along with trim, doors and shutters.	<input type="checkbox"/>	Install higher wattage LED light bulbs to brighten.
<input type="checkbox"/>	Check entry doorbell, address number and welcome mat.	<input type="checkbox"/>	Replace CFL lightbulbs.
<input type="checkbox"/>	Power wash the siding and windows.	<input type="checkbox"/>	Turn on all the lights.
<input type="checkbox"/>	Inspect the roof and make repairs as needed.	<input type="checkbox"/>	Open windows to let in fresh air.
<input type="checkbox"/>	Repair cracks in the driveway and sidewalks.	<input type="checkbox"/>	Open curtains or blinds to let in light and show off views.
<input type="checkbox"/>	Sweep the entryway and walkways.	<input type="checkbox"/>	Turn off TVs.
<input type="checkbox"/>	Mow, water and fertilize the lawn.	<input type="checkbox"/>	Relocate pets for showings & open houses.
<input type="checkbox"/>	Trim shrubs and trees and rake the leaves.	<input type="checkbox"/>	Refrain from smoking in the home.
<input type="checkbox"/>	Plant colorful flowers and shrubs.		

**IF YOU HAVE QUESTIONS OR WOULD LIKE ADVICE WITH ANY OF THE ITEMS WE WOULD BE HAPPY TO HELP.**

each broker office independently owned and operated. Email correspondence via "ANDREW@KEYSTWO.COM", or call & text inquiries to 269.254.2475, or make further inquiry on the world wide web at KEYSTWO.COM.