



First Steps

- Have the house valued with a licensed agent
- Agree a **marketing** and **sales** price _____

Legal Requirements

- Make an appointment to meet with your solicitor and make sure all paperwork is ready to go
- Obtain a BER Certificate - A list of assessors can be obtained on SEAI.ie or your estate agent can make recommendations and arrange access (if required)

Estate Agent requirements

- Signed PSA agreement
- Proof of address for the owner (eg. a utility bill) and photographic identification of the owner (eg. drivers licence or passport),
- Keys and alarm code for your property.

Marketing your property

- Clear & clean out the house as much as you can. You want to present the house in showhouse condition, view some other houses online for ideas, treat the photo shoot and virtual tour as if it is an actual viewing.
- Book a date for a photo shoot and virtual tour with your agent.
- Set a date of when you are ready to place the property on the market

Viewings

- Think Kerb appeal – mow lawns & tidy around the house before all viewings
- Agree access times with your estate agent that are suitable for all parties _____

On the Market

- Keep track of all the offers. Your estate agent will let you know which offers are best, the status of the bidders, if they have to sell before they buy your home, if they are loan approved, or cash buyers.
- Choose the offer you are happy with and agree a closing date for the sale _____