



EXCLUSIVE INSIDER COMPANION

The Ultimate Seller Workbook

Your hands-on companion to *The Insider's Guide to Selling Your Home* — worksheets, checklists, and space to plan every step from consultation to closing.

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NW SUBURBAN CHICAGO REALTOR®

Learn more at MyRealtorMari.com

BEFORE YOU BEGIN

How To Use This Workbook

This workbook is designed to sit alongside your copy of *The Insider's Guide to Selling Your Home*. Each worksheet mirrors a step in that guide, so you can read a section and then work through the matching pages here.

Fill it out at your own pace. There are no wrong answers, and nothing here is final until you're ready. Bring it to our consultation, or fill it out together with me — whatever feels most comfortable.

WHAT'S INSIDE:

- ☐ My Selling Goals & Timeline
- ☐ Home Valuation & Pricing Notes
- ☐ Room-by-Room Prep Checklist
- ☐ Marketing & Showings Preferences
- ☐ Buyer Compensation Decision Notes
- ☐ Offer Comparison Worksheet
- ☐ Inspection, Appraisal & Closing Tracker
- ☐ Moving Checklist & Next Chapter Reflection
- ☐ Questions for Mari

A NOTE FROM MARI

There's no need to fill out every page before we talk. Bring whatever you have, even if it's just the first worksheet — we'll figure out the rest together.

1

My Selling Goals & Timeline

Start here. This shapes every decision that follows.

Why are you selling?

Ideal list date

Ideal close date

Must be sold by

What matters most about this sale? (rank if helpful)

- ☐ Highest possible price
- ☐ Fastest possible timeline
- ☐ Least disruption to daily life
- ☐ Flexibility on closing / move-out date
- ☐ Certainty and fewer surprises

Where are you headed next?

Home Valuation & Pricing Notes

Notes from our comparable sales and pricing strategy conversation.

Suggested price range

—

Target list price

—

Comparable sales we discussed

Address	Sold Price	Sold Date	Notes

Pricing strategy notes

—

—

—

3**Room-by-Room Prep Checklist**

Walk each space and check off what's ready before photos.

Kitchen

- ☐ Counters cleared
- ☐ Cabinets decluttered
- ☐ Deep clean appliances
- ☐ Fresh caulk / grout as needed

Living / Family Room

- ☐ Furniture arranged for flow
- ☐ Personal photos minimized
- ☐ Lighting checked

Primary Bedroom

- ☐ Closet decluttered
- ☐ Bedding refreshed
- ☐ Surfaces cleared

Bathrooms

- ☐ Deep cleaned
- ☐ Towels / linens refreshed
- ☐ Personal items stored

Exterior / Curb Appeal

- ☐ Landscaping trimmed
- ☐ Walkway clear
- ☐ Front door / entry refreshed

Garage / Storage

- ☐ Decluttered
- ☐ Organized for showings

Marketing & Showings Preferences

So we can plan launch day and manage access to your home.

Preferred photo date

Preferred launch date

Showing access preferences

- ☐ Lockbox / go-and-show access
- ☐ Advance notice required (how much? ____)
- ☐ Specific days/times to avoid
- ☐ Pets need arrangements during showings
- ☐ Open house: yes, let's do it
- ☐ Open house: prefer not to

Blackout dates / notes

Buyer Compensation Decision Notes

Revisit the three approaches from the guide, then note where you land.

- ☐ Option 1: Offer compensation upfront
- ☐ Option 2: Consider requests within each offer
- ☐ Option 3: Do not offer compensation
- ☐ Still deciding — want to talk through it more

Questions or concerns about this decision

Offer Comparison Worksheet

The strongest offer isn't always the highest price. Compare side by side.

	Offer A	Offer B	Offer C
Offer Price			
Financing Type			
Earnest Money			
Closing Date			
Contingencies			
Credits / Concessions Requested			
Buyer Compensation Ask			
Est. Net Proceeds			
Overall Risk / Notes			

Inspection, Appraisal & Closing Tracker

Key dates to track once we're under contract.

Attorney review deadline

—

Inspection date

—

Inspection response deadline

—

Appraisal date

—

Loan commitment deadline

—

Title work complete by

—

Final walkthrough

—

Closing date

—

Open items / follow-ups

—

—

—

Moving Checklist & Next Chapter

The practical to-dos, plus a little room to look forward.

Moving checklist

- ☐ Book moving company / reserve truck
- ☐ Schedule utility transfers / shut-offs
- ☐ Forward mail (USPS change of address)
- ☐ Update address: bank, insurance, subscriptions
- ☐ Transfer school records, if applicable
- ☐ Locate and label 'open first' box for new home
- ☐ Confirm final walkthrough time
- ☐ Return keys, garage remotes, and manuals

What are you most looking forward to in your next chapter?

Questions for Mari

Jot things down as they come up — nothing is too small to ask.

Ready When You Are

This workbook is just a starting point. When you're ready to talk through any of it — goals, pricing, timing, or anything in between — I'm here.

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