

SELLER TOOL

Closing checklist

BEFORE YOU HAND OVER THE KEYS

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| ☐ Schedule utility transfer or final reading | ☐ Remove all personal property you are keeping |
| ☐ Confirm in writing what furniture conveys | ☐ Professional clean after you move out |
| ☐ Every key, fob and garage remote gathered | ☐ HOA amenity cards, pool keys, mail keys |
| ☐ Forward mail and update the HOA | ☐ Cancel or transfer property management |
| ☐ Handle any rental bookings past closing | ☐ Be reachable for the final walkthrough |
| ☐ Confirm how you receive funds, in person with the title company | |

WIRE FRAUD, AND PLEASE READ THIS ONE

Real estate wire fraud is common, it is sophisticated, and it targets exactly this moment in the transaction. Criminals monitor email, then send convincing instructions to change where your money goes.

Never accept wiring instructions by email. Never act on a change to instructions you already have.

Call the title company on a number you looked up yourself, not one from the email, and confirm every digit verbally before anything moves. If someone pressures you to hurry, that is the tell.

TUCKER'S TIP

Put in writing what stays and what goes, early, down to the patio furniture and the mounted TV. More closings get tense over a \$600 disagreement about a grill than over anything in the inspection report.