Create a Free Services Package or First Aid Package

1. How to **get your home ready for sale**—this can be the same handout you use for sellers who list with you.

2. How to conduct an open house with an open house register (disclaimer on bottom).

3. **A lead-paint disclosure brochure from HUD** and information on how they can obtain a supply of lead-paint disclosure pamphlets.

4. A list of required **property disclosure forms**.

5. A list of **suggested inspections** often required by sellers—home inspection, termite inspection, radon, and so forth.

6. **Sellers' and buyers' net sheet** for calculating what they will realize in the transaction.

7. Suggestions on ways to market their property: include items here such as listing with the MLS, and suggestions for local papers and home books that feature real estate ads.

8. A **brief overview of mortgage financi**ng, including fixed and adjustable loans, points, loan-to-value ratios, and so forth.

9. A sheet explaining **how to qualify buyers**.

10. A **copy of the HUD 1** Settlement Statement.

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