



SELLER'S PRE-CLOSING CHECKLIST

CLOSING DATE: _____

Accepted Offer/Contract Signed

- Follow up on any terms outlined in the contract
Provide home owner association paperwork, clearance letters, etc.
- The home inspection
Your realtor will notify you as to when the inspection will be taking place
You should not be on-site during the inspection
If the property is vacant, make sure all utilities are on prior to inspection
- After home inspection
Review any inspection amendment from the buyer and begin making agreed repairs – give all receipts to your realtor to satisfy the buyer
- Select closing attorney
Most sellers go with the buyer's closing attorney - Talk to your realtor
- Reserve a moving truck or schedule a moving service

One-Two Weeks Prior to Closing

- Change of Address with USPS
On-line www.usps.com or fill out card at the post office
- Schedule Termite Inspection (with your realtor's help)
- Begin collecting information to pass on to the new owner
Receipts for appliances, warranty information, owner's manuals, repair & contractor contact information and dates of service, etc.
- Arrange for all utilities to be disconnected or transferred
 - **Cable Service Options**

AT&T U-Verse	www.att.com	1.800.288.2020
Direct TV	www.directv.com	1.888.777.2454
Dish Network	www.dish.com	1.855.446.9752
MaxxSouth	www.maxxsouth.com	1.800.457.5351
 - **Electric Service**

City of Oxford	www.oxfordms.net	662.232.2373
Northeast MS Power	www.northeastpower.org	662.234.6331
 - **Gas Service**

Centerpoint Energy	www.centerpointenergy.com	1.800.371.5417
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- **Water Service**
City of Oxford www.oxfordms.net 662.232.2306
Community Water www.mpus.ms.gov/utility/water/water.html
(Your realtor can give you full list of subdivisions' water source)

- **Garbage**
City of Oxford www.oxfordms.net 662.232.2359
Lafayette Co. www.lafayettecoms.com 662.236.2535
Recycling www.oxfordms.net 662.232.2745

Three Days Prior to Closing

- Receive & Review HUD Settlement Agreement from closing attorney
- Make sure you have the address of the closing attorney's office

Day of Closing

- Bring photo ID to closing
- Bring any additional documents requested by the closing attorney or your realtor to closing
- Bring your checkbook, just in case there is a small item that needs to be handled on the spot
- Give the new owner your forwarding address and phone number in case anything is accidentally sent to you at your old address