

SELLING A PROPERTY CHECKLIST

- Contact Aurora Conveyancing so that we can gather all necessary information and order all required documents to be included in the contract for sale;
- Find an agent who you wish to sell your home on your behalf;
- Sign an agency agreement with the agent and advise Aurora Conveyancing so we can provide the agent with a contract to start marketing;
- When a buyer is found, notify Aurora Conveyancing so that we can issue a contract to the buyer's conveyancer directly to ensure they have the most up to date version'
- Aurora Conveyancing will notify you and your lender of the sale;
- Arrange a removalist;
- Arrange disconnection of power, gas and phone etc.;
- Notify relevant parties of your change of address – RTA, insurance, medical fund, electoral roll, banks etc.;
- Organise for the post office to re-direct mail;
- Cancel or transfer home and contents insurance;
- Advise Aurora Conveyancing regarding disbursement of funds;
- Advise Aurora Conveyancing that you have moved out of your home after having removed all rubbish and personal effects and left it clean and tidy; and
- Leave the keys with the agent.

