

HOME SELLER SAFETY & SECURITY CHECKLIST

A Quick Reality Check:

The overwhelming majority of buyers are honest people. The overwhelming majority of showings happen without incident. But selling your home means inviting strangers into one of the most personal spaces in your life.

A little preparation goes a long way. Use this checklist before your home hits the market and throughout the showing process.

PHASE 1: BEFORE YOU GO LIVE

Physical Security

- ☐ Verify all exterior doors lock properly
- ☐ Verify all windows lock properly
- ☐ Replace broken locks or hardware
- ☐ Test security system functionality
- ☐ Change alarm codes if contractors or former occupants know them
- ☐ Verify exterior lighting works
- ☐ Trim landscaping that creates hiding places
- ☐ Install or test video doorbells
- ☐ Install or test exterior cameras
- ☐ Make sure garage doors operate properly



- ☐ Remove spare keys hidden outside
 - ☐ Inventory all house keys
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Protect Valuables

Remove completely whenever possible:

- ☐ Jewelry
- ☐ Firearms
- ☐ Ammunition
- ☐ Cash
- ☐ Coin collections
- ☐ Collectibles
- ☐ Expensive watches
- ☐ Precious metals
- ☐ Prescription medications
- ☐ Small electronics
- ☐ Important legal documents
- ☐ Checkbooks
- ☐ Spare credit cards
- ☐ Family heirlooms

Best Practice: Move valuables off-site

- ☐ Store with trusted family member
- ☐ Use bank safe deposit box



- ☐ Pre-move valuable items to new residence
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Identity Theft Prevention

- ☐ Remove mail from counters
 - ☐ Remove financial statements
 - ☐ Remove tax returns
 - ☐ Remove medical records
 - ☐ Remove insurance documents
 - ☐ Remove passport information
 - ☐ Remove Social Security information
 - ☐ Shred unnecessary paperwork
 - ☐ Lock sensitive documents in a safe
 - ☐ Remove personal calendars
 - ☐ Remove children's schedules
 - ☐ Remove school information
 - ☐ Remove visible passwords or account information
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Depersonalization

- ☐ Remove family photos
- ☐ Remove diplomas, certificates, & awards
- ☐ Remove military records
- ☐ Remove business licenses



☐ Remove nameplates

☐ Remove anything displaying personal information

Why? Buyers need to picture themselves living there and criminals/scammers don't need clues about who you are.



PHASE 2: PREPARING FOR PHOTOS & MARKETING

Listing Photo Security (Before Photography)

- ☐ Remove firearms
- ☐ Remove gun safes if possible
- ☐ Remove collectibles
- ☐ Remove expensive artwork
- ☐ Remove visible jewelry
- ☐ Remove luxury watch collections
- ☐ Remove family calendars
- ☐ Remove mail
- ☐ Remove prescription bottles
- ☐ Remove family photographs
- ☐ Remove identifying information

Remember: Everything visible in listing photos may remain online forever.

Social Media Safety

Safe to Post:

- ☐ Property features
- ☐ Neighborhood amenities
- ☐ School information



- ☐ Nearby attractions
- ☐ Home improvements

Avoid Posting:

- ☐ Vacation plans
- ☐ Daily schedules
- ☐ Times home will be vacant
- ☐ Valuable possessions
- ☐ Security system details
- ☐ Financial situations
- ☐ Family information / schedules



PHASE 3: SHOWING SECURITY

Showing Approval Checklist

Before approving a showing:

- ☐ Verify showing was properly scheduled
 - ☐ Verify date and time
 - ☐ Verify occupant availability (if applicable)
 - ☐ Verify pets are secured
 - ☐ Verify valuables are secured
 - ☐ Verify medications are secured
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Direct Buyer Inquiries:

- ☐ Obtain full name
- ☐ Obtain phone number
- ☐ Obtain email address
- ☐ Verify identity
- ☐ Ask whether they have an agent
- ☐ Request lender preapproval
- ☐ Request proof of funds if cash
- ☐ Verify lender information
- ☐ Call lender independently
- ☐ Trust your instincts



Buyer Inquiry Red Flags:

- ☐ Refuses to identify themselves
- ☐ Refuses to provide lender information
- ☐ Pushes for immediate access or Zoom only link
- ☐ Avoids answering questions
- ☐ Wants private access
- ☐ Creates urgency without reason
- ☐ Communication feels unusual
- ☐ Asks strange questions unrelated to the home
- ☐ Their back story is unusually filled with odd details (My spouse works in Latvia)

When in doubt: Do not show the home.

Showing Day Checklist

- ☐ Secure all valuables
- ☐ Secure prescriptions
- ☐ Secure firearms
- ☐ Secure sensitive documents
- ☐ Turn on exterior cameras
- ☐ Lock unnecessary access points
- ☐ Remove garage remotes
- ☐ Remove spare keys
- ☐ Verify lockbox security



- ☐ Verify alarm settings
- ☐ Secure pets
- ☐ Leave property if possible
- ☐ If a licensed Realtor will not be present (ie: unrepped buyer), try not to show the home alone



PHASE 4: OPEN HOUSE SAFETY

Before the Open House

- ☐ Remove valuables
 - ☐ Remove medications
 - ☐ Remove sensitive paperwork
 - ☐ Secure firearms
 - ☐ Activate cameras
 - ☐ Lock non-essential rooms if necessary
 - ☐ Prepare sign-in procedure
 - ☐ Have multiple adults present
 - ☐ Inform neighbors
 - ☐ Charge phones
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During the Open House

- ☐ Never host alone
- ☐ Require visitor sign-in
- ☐ Monitor traffic flow
- ☐ Watch groups separately
- ☐ Restrict access to unsafe areas
- ☐ Keep valuables removed
- ☐ Remain alert



- ☐ Trust your instincts
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After the Open House

- ☐ Verify all doors locked
- ☐ Verify all windows locked
- ☐ Check alarm system
- ☐ Check valuables
- ☐ Check medications
- ☐ Check garage doors
- ☐ Review camera footage if needed
- ☐ Secure lockboxes



PHASE 5: SMART HOME SECURITY

Before Showings

- ☐ Inform agent there are cameras
 - ☐ Confirm local disclosure requirements
 - ☐ Check camera functionality
 - ☐ Check battery levels
 - ☐ Verify cloud recording
 - ☐ Remove garage remotes
 - ☐ Hide keypad codes
 - ☐ Secure extra keys
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Smart Devices

- ☐ Disable Alexa
- ☐ Disable Google Home
- ☐ Disable Siri-enabled devices
- ☐ Disable voice purchasing
- ☐ Remove stored payment methods if necessary
- ☐ Log out of shared devices



PHASE 6: VACANT PROPERTY SECURITY

Vacant homes require additional protection.

- ☐ Maintain utilities
- ☐ Keep exterior lights on timers
- ☐ Visit regularly
- ☐ Monitor cameras remotely
- ☐ Collect mail immediately
- ☐ Maintain lawn care
- ☐ Remove flyers from doors
- ☐ Remove newspapers
- ☐ Notify neighbors
- ☐ Consider monitored security
- ☐ Keep lockbox under your control



FINAL SECURITY RULES

Rule #1

People are more important than property.

Rule #2

If something feels wrong, stop.

Rule #3

No showing is worth risking your safety.

Rule #4

Trust your instincts.

Rule #5

A little preparation keeps honest people honest.

Rule #6

The safest valuables are the ones that aren't there.

Rule #7

The safest showing is a properly verified showing.



OHIO PROPERTY GROUP RECOMMENDED STANDARD

For our sellers, we recommend:

- ☐ Professional MLS exposure (Get it at OhioMLSFlatFee.com)
- ☐ Verified showing scheduling
- ☐ Agent identification before access
- ☐ Buyer qualification review
- ☐ Lender verification
- ☐ Security checklist completion before launch
- ☐ Video doorbell or camera coverage
- ☐ Removal of valuables and personal information
- ☐ Controlled property access

Because selling your home should be exciting—not stressful.

You Can Sell It. We Can Help.

TalkingRealty.com
OhioMLSFlatFee.com

