

# Preparing a Quiet Sale Checklist

What to have in place if you prefer a private sale to a public listing.

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## Decide

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- ☐ Write down why you prefer a quiet sale: privacy, speed, fewer showings.
- ☐ Ask for a market report and discuss how a quiet sale compares with a public listing.
- ☐ Agree on a plan to go public if the quiet sale does not find a buyer.

## Prepare the home and the papers

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- ☐ Assemble the property file before anyone asks for it.
- ☐ Fill in the required disclosures as for any sale.
- ☐ Choose the fixes worth doing first.

## Find and qualify a buyer

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- ☐ Understand how buyers will hear about the home.
- ☐ Ask serious buyers for a pre-approval or proof of funds before a showing.
- ☐ Weigh every offer by price and by terms.

## Close

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- ☐ Ask escrow for the schedule and an estimate of what you will net.
- ☐ Line up the next home and the move before closing.

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Preferred lender: Point Mortgage Corporation (NMLS #231073), (619) 475-4095. You are always free to choose any lender you like.

General information for orientation, prepared October 2026. It is not legal, tax or financial advice, and rules and forms change. Confirm details with your lender, the county, an attorney or tax professional and your agent.