

Southern Maine Condo Seller Readiness Guide

A practical checklist to help condo owners prepare for a smoother, more confident sale.

Prepared by Kevin Thibodeau
PORTSIDE REAL ESTATE GROUP



1. Gather Your Key Documents

- ☐ Association bylaws, rules, and amendments
- ☐ Current budget and reserve information
- ☐ Meeting minutes and recent notices
- ☐ Master insurance details
- ☐ Any resale certificate or disclosure documents



2. Review Fees & Financial Items

- ☐ Current monthly condo fee
- ☐ Special assessments, if any
- ☐ Upcoming capital projects
- ☐ Recent reserve contributions
- ☐ Utility costs worth sharing with buyers



3. Understand What Buyers Will Ask

- ☐ Are there rental or pet restrictions?
- ☐ What does the association maintain?
- ☐ Are there pending assessments?
- ☐ Are there financing concerns buyers should know about?
- ☐ Are there rules that could affect marketability?



4. Get the Unit Market Ready

- ☐ Complete minor repairs
- ☐ Refresh paint where needed
- ☐ Deep clean and declutter
- ☐ Service major systems if appropriate
- ☐ Prepare for professional photography



5. Be Ready for Condo-Specific Due Diligence

- ☐ Buyers may review budgets and reserves
- ☐ Buyers may ask about insurance coverage
- ☐ Lenders may review association finances
- ☐ Minutes and assessments can affect decisions
- ☐ Clear documentation helps reduce delays



6. Plan Your Pricing & Launch Strategy

- ☐ Review recent comparable sales
- ☐ Consider timing and competition
- ☐ Highlight improvements and updates
- ☐ Position the unit for the right buyer audience
- ☐ Create a strong first impression online



Ready to Take the Next Step?

If you're thinking about selling your condo in Southern Maine, a little preparation can make a big difference. This guide is a smart place to start.

