NANAIMO SELLER WORKSHEET

Home Staging Planning Worksheet

Choose the right level of staging for your rooms, budget and listing timeline.

Start with what buyers need to understand.
Walk through as if it were your first visit. Can you see each room's purpose and move easily?
Start with the rooms where a real change would make that clearest.

Property address

Photo target date

01 Make a room-by-room plan

Write what a buyer might wonder, the change you'll make, and the agreed cost.

Room	Buyer question	Proposed change	Agreed cost

Choose only the work you can execute well and on time.
Declutter: remove excess belongings, preserve practical furniture and clear the walking route.
Rearrange: give the room a clear purpose and use what you already have when it fits.
Consider professional staging when you need help with layout, furnishings or vacant rooms.
Staging can help buyers read a room; it does not guarantee a sale price or timeline.

Alvin Tan Personal Real Estate Corporation | eXp Realty
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Write down scope, price, timing and who is responsible before committing.

02 Decide what to do and who will do it

Approach and rooms

Note occupied or vacant. Choose declutter, rearrange, partial staging or full staging.

Scope and logistics

List who moves or supplies items, what stays, and plans for storage, pets and access.

Budget and quote details

Record the quote, applicable tax, delivery, rental period, removal and any extension fee.

Timing and handoff

Confirm what must be ready before photos, who will reset rooms and when rented items go back.

Questions to confirm with the staging provider or listing agent

Decision / next step

Person responsible

Review date

Confirm before you book.

Use actual written terms and quotes. Don’t assume any particular service is included.
Keep this worksheet private. Leave out entry codes and private household information.

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