

College Park Seller Planning Kit

Four printable worksheets to organize a possible home sale before choosing a price, spending on repairs or comparing offers. No registration required.

Use your exact property and competing homes. The 32804 ZIP code is a starting filter, not the same boundary as the College Park neighborhood. This is not a market report or a valuation.

1 Set the priorities for your property

Property address:

Target move window and any flexibility:

Main priority (timing, estimated proceeds, convenience or another need):

Major updates, remaining questions and records still needed:

2 Bring evidence to the pricing discussion

Ask which closed sales and active competitors a buyer would actually compare with yours. Record meaningful differences in size, condition, improvements, lot and location.

Comparable / address	Source + date	Key difference	Still to verify

Discuss a supported range, competing listings and a review checkpoint after launch. A comparative market analysis is not an appraisal or a promise of a sale price.

Prepare with a Plan

Check only what applies. Add an owner, target date and verified quote before approving work. Do not assume every renovation will recover its cost.

3

Gather records before listing

- ☐ Roof, HVAC, electrical, plumbing and window invoices or warranties.
- ☐ Permit and final-inspection status for additions, conversions and major work.
- ☐ Available survey, repair records and prior inspection reports.
- ☐ Association documents, fees and restrictions, if applicable.
- ☐ Known-condition information to review for required seller disclosures.

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Separate necessary work from optional upgrades

- ☐ Investigate active leaks, safety concerns and damaged systems with qualified professionals.
- ☐ Prioritize cleaning, decluttering, lighting, landscaping and modest touch-ups.
- ☐ Compare optional remodeling with selling in the present condition before spending.

Task / reason	Owner + target date	Quote / source

5

Make a safe, workable showing plan

- ☐ Confirm notice preferences, showing access and a plan for pets.
- ☐ Secure valuables, medications, personal papers and account information.
- ☐ Describe space, parking and improvements accurately; verify uncertain claims.

Permit questions? Start with the City of Orlando property-information and permit resources, then confirm the correct jurisdiction for your address. An invoice alone does not prove a permit is closed.

Estimate Proceeds, Not Just Price

Use two possible sale scenarios. Leave unknown amounts blank until confirmed. This worksheet is not a closing quote, tax calculation or settlement statement.

6 Build a property-specific seller net estimate

Use dated payoff statements and transaction-specific quotes. Brokerage compensation is negotiable. No standard rate or automatic seller-paid buyer contribution is assumed here.

Line item	Scenario A	Scenario B	Source / date
Expected sale price (+)			
Mortgage / other lien payoffs (-)			
Negotiated brokerage compensation (-)			
Title / closing charges (-)			
Applicable taxes and prorations (-)			
Agreed buyer credits / contributions (-)			
Repairs paid through closing (-)			
Other closing deductions (-)			
Estimated closing proceeds (=)			

Calculation: expected sale price minus all applicable closing deductions above. Do not subtract a credit, repair or fee twice. Confirm who pays each item under your actual agreements.

Keep these separate: preparation already paid, moving costs, replacement housing, cash reserves and personal tax considerations. Estimated closing proceeds are not the same as taxable profit.

Unknown amount / who will confirm it / when:

Compare Offers and Plan the Move

Compare objective transaction terms with your agent and seek a Florida real-estate attorney for legal questions. The highest price or a cash label does not guarantee the best outcome.

7 Compare the complete offer

Term to verify	Offer A	Offer B
Price, credits and estimated net		
Financing / funds verification		
Deposit and applicable deadlines		
Inspection, financing and appraisal terms		
Closing date and possession		
Other contingencies / unanswered questions		

8 Confirm the transition before closing

- ☐ Confirm dated payoffs, liens and association obligations with the appropriate parties.
- ☐ Track agreed repairs, receipts, final walkthrough and move-out or occupancy terms.
- ☐ Plan utilities, keys, pets, moving arrangements and any next-home timing.
- ☐ Independently verify payment instructions using a trusted phone number; do not rely on an emailed change.

Want help completing your plan? Contact Daniel Wilson at 407-808-9931 or use the contact page at TopOrlandoLiving.com. Mention "College Park seller plan." Do not email account numbers or other sensitive financial documents.

Useful source references

[Full College Park seller guide](#)

[City of Orlando: property information](#)

[CFPB: payoff amount versus current balance](#)

[NAR: settlement FAQs / negotiable compensation](#)

[The Florida Bar: buying a home / contract considerations](#)