

TOP ORLANDO LIVING

ORLANDO Home Seller Guide

A PRACTICAL SALE PLANNING WORKBOOK

Less guesswork. Clearer choices. A property-specific plan.



Conceptual AI artwork. Not a real home, office, client property or listing.

College Park - Winter Park - Baldwin Park - Audubon Park
Downtown Orlando - Lake Nona - Mills 50 / Colonialtown - Delaney Park

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Request your personal sale plan

START HERE

A sale plan you can put to work.

Use the workbook to collect evidence, set priorities and compare choices. It supports a conversation about your home; it does not tell every owner to make the same move.

Orlando and surrounding Central Florida, roughly within 45 miles, are the service focus. This is not a measured boundary or a commute promise. Confirm the exact address and jurisdiction. Neighborhood names and ZIP codes are not interchangeable.

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Print-first: blank worksheets are for handwriting, not interactive form fields. Keep account numbers, identity documents, access codes and private financial records out of these pages and public inquiries.

Original Top Orlando Living resource; not an official RE/MAX-issued guide. Not an appraisal, inspection, contract or legal, tax, insurance or lending advice. Current law, signed agreements and property-specific professional advice govern. No price, sale date or result is guaranteed.

WORKSHEET 01

Start with the move, not the list price.

A useful sale strategy works backward from your timing, next housing and practical constraints. Bring this page to the first planning conversation.

Home / neighborhood (keep your completed copy private)

Preferred move window / flexibility

Next housing: already arranged, buying, renting or undecided?

Cash needed for next move / overlap reserve target (private planning)

Occupancy / tenants / notice or access questions to resolve

Who must authorize the sale? Any trust, estate or title questions?

My three priorities	Trade-off I could accept
1.	
2.	
3.	

The one question that must be answered before we launch

If the next purchase depends on sale proceeds, plan the sequence and a fallback before agreeing to dates. Do not assume a new loan, rent-back or bridge solution is available. Ask the appropriate lender and closing/legal team.

WORKSHEET 02

Build the property evidence file early.

A clean record of what is known, supported and unresolved is more useful than calling everything "updated." These prompts are not substitute disclosure forms. [1-3, 6-8]

Collect / identify	Status / source / person following up
Roof, HVAC, plumbing and electrical work: dates, invoices, warranties	
Additions / conversions / permits and final approvals	
Known problems, water intrusion, repairs and unresolved issues	
Flood damage during ownership, claims and assistance records [1]	
Available surveys, title questions, liens or boundary issues	
HOA / condo governing documents, charges and assessments [6-8]	
If applicable: lead information and available reports [3]	

Florida flood disclosure is due at or before residential sales-contract execution. Use the current required document, including the statutory flooding definition; a mapped flood-zone label does not replace it. Most pre-1978 housing has additional lead-disclosure requirements before a covered contract. Ask which rules apply. [1, 3]

Do not treat an as-is contract as permission to conceal known material issues. Ask an attorney about uncertain disclosure duties. An invoice or issued permit is not necessarily final approval; an absent online record is not proof that work was unpermitted. Mark unknowns honestly. [2, 10-11]

WORKSHEET 03

Price from evidence, not one number.

Ask Daniel to explain why each comparison is relevant to your specific home. Recent closed sales, current competition and pending-listing information play different roles; pending final terms may be unknown.

Comparable evidence	Sale A	Sale B	Sale C
Address / property type			
Closed date / verified price			
Living area / lot / layout			
Condition / improvements			
Parking / access / association			
Known concessions or unusual terms			
Important differences from my home			

Current competing homes / source and date checked

Proposed price range / evidence / review date

A ZIP-wide average, automated estimate, asking price or tax assessment is not a substitute for a current, property-specific pricing analysis. Do not assume every renovation returns its cost. Ask what supports any adjustment and what remains uncertain. This worksheet is not an appraisal.

WORKSHEET 04

Make every preparation dollar earn a reason.

The goal is not to renovate everything. Separate safety or required work, functional problems, presentation choices and optional upgrades; get qualified advice when needed.

Possible work	Purpose / evidence	Quote / timing / approval	Decision

Run each proposal through four questions

- ☐ What specific problem does this solve, and is the scope documented?
- ☐ What is the quoted cost, completion risk and disruption to the move?
- ☐ Which permit, association or historic-review approvals apply to this address?
- ☐ What is the alternative: smaller scope, current-condition sale or negotiated terms?

Keep a separate cap for preparation spending and a contingency. Do not count on a guaranteed sale-price increase or full cost recovery. Preserve invoices and warranty/approval records. Cosmetic work does not erase disclosure duties.

LAUNCH GATE

Make the listing accurate and showable.

Agree on the work, responsibilities and approval process before going live. A thoughtful launch is more than selecting a photography date. [9]

- ☐ **Representation:** review services, duration, termination conditions, marketing, compensation and any seller-authorized buyer contribution. Compensation is negotiable, not set by law. [9]
- ☐ **Facts:** confirm property type, measurements and their source; included items; parking, storage and amenity rights; records behind improvement claims.
- ☐ **Presentation:** decide cleaning, decluttering, photography and room access. Review the actual marketing before approval. Images must not misrepresent condition or features; guide artwork is not listing photography.
- ☐ **Showings:** agree notice, availability, tenant coordination and pet arrangements. Put valuables, medications and private papers away. Share access instructions only through the agreed secure process.
- ☐ **Documents:** identify required disclosures, association records and delivery responsibility. Resolve missing records or explicitly track them rather than promising they exist.
- ☐ **Follow-up:** set a review date and decide which showing, inquiry and offer evidence will guide the next conversation.

Launch item still open	Owner / target date / confirmation

Ready is a decision gate, not a fixed seven-day or thirty-day countdown. If records, work or next housing are unresolved, decide the risk before committing to a launch or possession date.

LOCAL SELLER LENSES 01-04

The address changes the selling questions.

Use local context to choose evidence and preparation priorities, not to stereotype residents or promise appreciation. Confirm municipal boundaries, records and actual property rights. [10-13]

01 College Park

Do not use all of 32804 as a single comparison set. Match the house, block, living area, lot, condition and parking rather than relying on a familiar ZIP label.

Before launch: Which records support additions, roof and system dates? Which closed sales best match this particular house?

02 Winter Park

A Winter Park mailing address does not establish city limits. Confirm the authority responsible for permits and any design or historic review before promising a pre-sale change.

Before launch: Have current and archived records been checked where relevant? Which proposed work needs approval, a quote or more time?

03 Baldwin Park

Identify the exact ownership form and applicable documents. Do not assume every property has the same dues, maintenance obligations, parking or transfer requirements.

Before launch: Can the listing accurately explain exterior upkeep, parking/storage rights, charges and assessments from current records?

04 Audubon Park

The neighborhood and the Garden District are related, not identical. Describe the actual property and location rather than using the business-district name as a boundary.

Before launch: What supports "updated" claims? Which nearby destinations and routes can be described accurately without promising travel time?

LOCAL SELLER LENSES 05-08

Market the property you can substantiate.

District names, mailing addresses and nearby landmarks are not substitutes for checking the parcel, ownership documents and current rules. [6-8, 10, 12-13]

05 Downtown Orlando

Choose building- and unit-relevant comparisons where appropriate. Floor, layout, parking/storage rights, current association finances and assessments can change the comparison.

Before launch: Which inspection/reserve records apply to the building? Who coordinates showings, access and move reservations?

06 Lake Nona

Do not combine every subdivision or product type into one price story. A builder headline price may have different incentives, specifications, completion timing and financing terms.

Before launch: Which current resale or builder alternatives compete with this home? Which association or district charges actually apply?

07 Mills 50 / Colonialtown

Mills 50 is a business district; it is not interchangeable with every Colonialtown neighborhood or historic overlay. Verify address-specific review requirements.

Before launch: What do block-level comparables show about parking, layout and street exposure? Are improvements and permissions documented?

08 Delaney Park

Keep neighboring named areas distinct when selecting comparisons. A lake view does not automatically establish waterfront ownership, access or a transferable right.

Before launch: Do survey/title records support access and easement claims? Which known water-intrusion or repair records need accurate disclosure?

WORKSHEET 05

Compare three estimated cash outcomes.

Use written quotes and dated payoff inputs, not standard percentages. Complete every column independently. Unknown is not zero; this is a manual planning sheet, not final settlement or a tax calculation. [4-5, 9]

Seller cash estimate	Scenario A	Scenario B	Scenario C
Sale price (+)			
Buyer credits / concessions (-)			
Negotiated broker compensation paid by seller (-)			
Quoted title / settlement / deed tax / recording (-)			
Dated mortgage / credit-line / lien payoffs (-) [4]			
Association balances / fees / assessments seller pays (-)			
Tax / other prorations (+ or -)			
Other agreed charges (-)			
Estimated proceeds at closing (=)			

Check the arithmetic: subtract each seller-paid item once; apply prorations with the correct sign. A buyer deposit is part of the price, not extra proceeds. Ask the closing professional about title, payoff releases and quote assumptions. A loan balance is not a dated payoff. [4]
Separately paid prep / moving / next-housing cash (do not deduct twice)

Cash received at closing is not taxable gain. Have your tax adviser review basis, improvements, prior use, applicable exclusions and reporting for the sale year. Preserve records; this worksheet does not calculate taxes. [5]

WORKSHEET 06

Compare the offer, not just its price.

Evaluate objective terms, documented ability to perform and your priorities. A higher headline price can have different credits, conditions, timing or net proceeds. Ask your agent and legal/closing team about actual obligations.

Term to compare	Offer A	Offer B	Offer C
Price / requested credits			
Seller-paid compensation / other charges			
Estimated seller net (use page 10)			
Deposit / due date / escrow holder			
Financing / proof / remaining conditions			
Inspection / appraisal / sale contingencies			
Closing / occupancy / possession terms			
Included items / repair requests			
Document review / deadlines / unresolved terms			

Strongest fit with my priorities / remaining question before response

A deposit is not automatically yours if a deal ends. Do not assume financing, appraisal, inspections or closing will succeed. Contract language controls; get advice before accepting, countering or waiving rights. Do not evaluate buyers by protected personal characteristics.

REVIEW GATE

Use feedback to decide the next move.

Set the review date at launch. Separate what the marketing reached, what buyers actually did and what the competing choices changed. Views alone do not explain a missing offer.

Evidence since last review	What it may mean / follow-up
Qualified inquiries / recurring questions	
Showings scheduled / completed / barriers	
Repeated property or condition feedback	
Offers / terms / reasons negotiations stopped	
New, reduced, pending or closed competing homes	

Choose a reasoned response

Consider whether the issue is inaccurate information, access, presentation, condition, terms or price. Verify an observation before treating it as a pattern. Discuss the likely cost, time and uncertainty of each response; do not change everything at once without a reason.

Decision / evidence supporting it	Responsible person / next review

No automatic price-cut schedule belongs in a generic guide. Your plan should respond to property-specific evidence and your constraints, not an arbitrary number of days or a social-media view count.

WORKSHEET 07

Turn the signed contract into a live checklist.

Have your agent and attorney/closing team identify actual obligations and calculate dates. This organizer is not a contract or a universal Florida deadline chart. Association and condo requirements can differ. [6-8]

Obligation / source clause	Due date / time	Owner / completion proof
Deposit / escrow receipt		
Inspection / repair response		
Financing / appraisal conditions		
Required disclosures / document delivery		
Title / survey / lien or association issue		
Closing / possession / other signed term		

Track a problem without losing the deadline

Issue / agreed next action	Person / deadline / written resolution

HOA disclosure summaries and condo document packages have different rules. For a condo, identify applicable current finances, inspection/reserve reports and assessments early. A milestone inspection and a reserve study are not the same thing. Do not rely on an old online cancellation period. [6-8]

If timing slips or a disagreement arises, ask for advice before a deadline passes. An informal conversation does not necessarily amend the contract. Record authorized written changes and confirm receipt through the agreed process.

CLOSING GATE

Protect the handover and the proceeds.

Work from the final contract and closing instructions, not assumptions from a previous sale. Keep banking details and identity documents out of this workbook. [4, 14]

- ☐ **Before signing:** review the settlement statement with the closing professional; reconcile sale price, credits, agreed charges, dated payoffs and prorations. Resolve unexplained differences.
- ☐ **Funds security:** establish a secure process for payoff and proceeds instructions with the closing professional. Verify changes through a trusted number established earlier, not a new number supplied by a suspicious email. Sellers are fraud targets too. [14]
- ☐ **Property obligations:** confirm agreed repairs and evidence, included items, personal-property removal and final walkthrough access. Do not remove something promised in the sale.
- ☐ **Possession:** confirm the actual transfer time and any written occupancy agreement. Coordinate keys, remotes, association credentials and smart-home access securely.
- ☐ **Utilities and insurance:** coordinate end dates with actual possession and professional guidance. Do not cancel coverage merely because a closing was scheduled.
- ☐ **After closing:** confirm completion and proceeds through the closing team. Keep final statements, improvement records and relevant tax documents. Remove private access only when the agreed handover permits it.

Handover question / person responsible / confirmation date

If fraud is suspected, contact your financial institution and closing professional immediately through verified channels and follow appropriate reporting guidance. A checklist does not guarantee prevention or recovery. Never publish account or access details.

YOUR NEXT STEP

Bring the questions. Build a personal sale plan.

You do not need every answer before contacting Daniel. Start with the neighborhood or general location, your timing and the decision you need help making.

A useful first conversation: Which comparable sales matter? What preparation is worth evaluating? Which documents are missing? How do likely cash outcomes and your next move fit together? Ask about scope, representation and terms before committing.

Request a personal Orlando home sale plan

Call Daniel Wilson: 407-808-9931

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Go deeper where it helps your decision

College Park seller planning kit

Property-specific planning for College Park; do not equate it with all of 32804.

Winter Park seller guide

Baldwin Park seller guide

Lake Nona seller guide

Colonialtown seller guide near Mills 50

Seller closing costs / net proceeds

Buying and selling at the same time

No documents or banking information are needed in a public inquiry. Downloading this guide does not create representation or a listing agreement. Each RE/MAX office is independently owned and operated. Equal Housing Opportunity.

SOURCEBOOK

Verify the rule. Check the actual property.

Primary resources checked October 26, 2026. Click a source title in the PDF. Requirements and online tools can change; obtain current property-specific advice and documents.

- 1. Florida residential flood disclosure - section 689.302**
- 2. Florida court: Lorber v. Passick (known issues / as-is)**
- 3. EPA - lead disclosures for most pre-1978 housing**
- 4. CFPB - mortgage payoff versus statement balance**
- 5. IRS Publication 523 - selling your home (check current year)**
- 6. Florida HOA disclosure - section 720.401**
- 7. Florida condominium seller disclosures - section 718.503**
- 8. Florida DBPR - milestone inspections and reserve studies**
- 9. NAR consumer guide - listing agreements**
- 10. City of Orlando - address / jurisdiction check**
- 11. City of Winter Park - building and permitting services**
- 12. City of Orlando - neighborhood maps**
- 13. Audubon Park Garden District - district context**
- 14. NAR consumer guide - real-estate wire fraud**

Local lenses are original planning prompts, not a claim that every property in an area has the same condition or obligations. Additional district context: Mills 50 overview and Downtown Orlando districts. Permit/design questions require the current authority for the address.

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