

As Realtors®, Leigh Gillig and The Gillig Group provide you with these benefits when selling your home:

- As a licensed real estate broker for +22 years in the Middle-Tennessee area, Leigh and The Gillig Group are dedicated to getting top value for your property. You deserve top value in the marketplace for your property, but determining the pricing pocket at the time of the marketing is the key. Our group is dedicated to professionally analyze the current marketplace to determine the fair market value of your home on a consistent basic to meet a changing market.
- The Gillig Group is heavily involved in an extensive referral network. Using our agent productivity software program, Symplifi™, contacts with other local Realtors®, our extensive advertising and internet presence we have a pool of pre-approved and motivated buyers waiting for the right home to match to your property.
- With over 70 years combined experience in providing outstanding service to buyers and sellers of real estate in Middle-Tennessee we are experts on the local communities and surrounding areas. It is part of our Realtor® responsibility to be knowledgeable about schools, shopping, recreational area and other amenities offered.
- The Gillig Group is open to finding the right property for their clients in an unbiased way. We offer full unbiased and informational services about any and all properties that are suitable to any buyer at any time.
- Our comprehensive marketing program provides strong and targeted marketing exposure using only the most effective media and technology. We have proven results!
- Representatives of The Gillig Group are trained to offer suggestions that enhance the marketability of your home. With this expertise, we can help you make your home more desirable to different kinds of prospective buyers. We will provide a source of contractor estimates to assist you in decisions that affect the marketing and appeal of your home in comparison to similar properties on the market.
- The Gillig Group will help alleviate the stress of closing the transaction. Our professionally trained team of real estate specialists has worked together with the full agenda of closing items that need to be handled prior to your closing. We will work with your closing attorney and Title Company to facilitate a seamless transaction of ownership. We will keep you fully informed of all activity relating to the sale of your home throughout the process.

What happens when I list my home for sale with The Gillig Group?

Selling your home is a major undertaking. The Gillig Group is in the business of not only professionally marketing your home but also providing advice and consultation to obtain the maximum return in today's market. Marketing your home will be a joint effort. In order for us to properly market your home, we must work together.

Listing Consultation – We will set an appointment, based on your schedule, to meet in your home. During this consultation we will provide you with general overview of recent real estate activity in your neighborhood and how this could impact the sale of your home. In addition we will also;

- discuss the specifics of determining your home's true market value
- provide advise on anything that could be done to improve the market value of your home
- provide advise on how to best stage your home for a quick sale
- assist in determining a listing price based on market reality and your needs
- calculate estimated HUD 1 data based on a review your current financing and loan payoff data based on agreed listing price

If everything is satisfactory we will assist in completing all the paperwork necessary to list your property.

When we have all required listing forms completed we begin the process of listing Your Home that includes;

MLS Listing - The first step in marketing your home is to put your home on the Middle Tennessee Realtors Multiple Listing Service. During our initial upload of the listing we will include, at a minimum, one good photo of the front elevation of your home. However we may take several photos during the listing appointment that will be used for the initial listing on the MLS depending on your preference. Your home will become active on the MLS within one business day of executing a listing agreement or within one business day of receipt of notification to make your home active.

Staging Your Home To Sell - Representatives of The Gillig Group are trained to offer suggestions that enhance the marketability of your home. With this expertise, we can help you make your home more desirable to different kinds of prospective buyers. We will provide a source of contractor estimates to assist you in decisions that affect the marketing and appeal of your home in comparison to similar properties on the market.

Photography - An appointment will be scheduled, at a time convenient to you, for a representative of our Marketing Department to photograph your home to update your MLS photos and prepare your custom visual tour. This activity will usually take less than 1/2 hour.

Visual Tours - Our marketing department prepares a visual tour with a matching audio tour for every new listing. The visual tour is completed within 2-3 days of the photography appointment. The completed visual tour link will be sent to you via E-Mail when completed. A link to your homes visual tour will be immediately added to the MLS listing and will take an additional 24-48 hours for the link to show up on all of our linked websites. (You can see our current visual tours at www.TheGilligGroup.com)

Audio Tours - Each of our listings have an toll free number and specific extension shown on the yard sign rider that provides an audio tour of your home to potential buyers 24 hours a day 7 days a week. One of our representatives will follow up with these callers to provide answers to any questions they may have.

Internet Presence - Your listing will be added to or have a link from/to...

- www.GilligGroup.com
- www.Realtor.com
- www.Realtracs.com
- www.KellerWilliams.com

and over 30 home search websites like Zillow, Home.com, etc.

Many of our linked websites make use of automatic IDX updating from the local MLS. These are usually updated every 24 hours and your listing will be active on all linked websites within 72 hours of MLS input.

Showings - Showings help us sell your home! Please make every effort to have your home ready and available to show at reasonable times. An electronic lock box will be placed on your door to make your home more accessible for showing and to electronically track who is showing your property. The lock box will remain on the home until after closing to accommodate the final walk thru's and home inspections.

Showing Feedback - We request feedback from every real estate agent that shows your home via E-Mail and you can choose to receive the replies the same time we do.

Open Houses - It is our policy to discourage public access to our occupied properties to those unqualified buyers and/or non-serious prospects that often visit public open houses. We are much more comfortable knowing the motivation and purchase power of a prospective buyer prior to exposing your home, family and personal belongings to complete strangers. If you are still interested in having your house held open, we will be happy to discuss those options with you.

Offers - When an offer on your home is received we will contact you, based on information you provide, and arrange a meeting place and time to review the offer. All offers received will be very time sensitive and usually must be responded to within 24 hours. Please notify us if you or a legal representative will be unavailable for any extended period of time.

Inspections - Home inspections can take up to three hours to complete and often the buying party is present. It is customary for the seller to treat this the same as a showing and not be present.

Utilities - On vacant properties or before closing on your current property, utilities must be available and in working order. Inspections and walk thru's must be done with the utilities on and they must be on for visits by agents, prospective buyers and home inspectors.

Price Changes - In the event that the market activity reflects a need to change the listing price of your home we will request a meeting to discuss the new price and sign the necessary paperwork. We will also request a 90 day extension of the listing at this time to allow for additional marketing required by the price change.

Concierge Services - At your request we can provide you with a contact list for local service providers and vendors including Mortgage Lenders, Closing Attorneys, Handymen, Plumbers, Electricians, etc. Any vendors/services that are recommended by The Gillig Group are done so only on an informational basis, and are offered strictly as a convenience to our clients. We cannot accept responsibility thereafter; however we would welcome any feedback, positive or negative, about any vendor or service supplier.

Staff Services - Our in-house staff includes our Listing Manager & Transaction Specialist and Marketing and Technology Specialist. If you have any questions about the listing and closing process, open houses, or other general questions please contact our office at 615.656.2008.

Closing Services - Our Transaction Specialist will keep you informed of any and all activity related to the sale of your home during the pre-closing and closing periods by a weekly service report. Of course immediate notification will be made for any time critical items.