

## Resales Checklist

### The Rossmoor Alteration and Resale Department

Clearing your property for close of escrow in 3 steps:

- 1) Have the Manor and Carport inspection take place and pass. This usually takes two inspections: the Initial Resale Inspection (up to one hour) and the Final Resale Inspection (up to 30 minutes). Email [resales@rossmoor.com](mailto:resales@rossmoor.com).
- 2) Have the Landscape inspection take place and pass. No appointment needed. Landscaper automatically goes out and surveys the area around the home once the Initial Resale Inspection appointment is set. Make sure no personal items or unauthorized plantings/pots are in the common area. If items need to be removed schedule a separate Landscape Final inspection with the Resales Coordinator or provide photos demonstrating compliance by emailing [resales@rossmoor.com](mailto:resales@rossmoor.com).
- 3) Assure that the Buyer's Alteration Meeting is scheduled and occurs. It is the responsibility of the Seller's Agent to inform the Buyer and their Agent to make this appointment. To schedule, email [MODfrontdesk@rossmoor.com](mailto:MODfrontdesk@rossmoor.com).

**\*\*Buyer's Alteration Meeting may take place no sooner than 7 business days after the Initial Resale Inspection occurs.\*\***