



Certified Pre-Owned (CPO) Home

A seller preparation option for documenting a home's material condition before it is marketed.

The idea: Complete a pre-listing inspection, address major system and safety concerns where appropriate, obtain a clear moisture and termite or wood-destroying-insect letter, and organize supporting records for buyers to review.

A practical CPO process

1. Inspect before listing

Hire a qualified home inspector for a visual, non-invasive evaluation of accessible components. Review the written report with your agent.

2. Address major systems and safety

Prioritize material concerns involving roofing, HVAC, electrical, plumbing, water heating, structure, drainage, and safety devices. Use qualified specialists where needed.

3. Document the work

Keep invoices, receipts, permits when applicable, warranties, service records, and before-and-after photographs. Do not describe work as completed until it is actually complete.

4. Obtain a clear moisture and termite letter

Use a qualified provider and confirm the report or letter is current and appropriate for the property and transaction. Follow up on conditions identified.

5. Prepare a buyer-facing package

With your agent, organize the inspection report, repair records, specialist reports, and moisture/termite documentation for accurate disclosure and review.



Potential buyer benefits

More information before offering

Buyers can review condition information earlier and ask better questions about the home.

Fewer avoidable surprises

Addressing known material concerns before listing can reduce the chance that predictable issues first appear late in the transaction.

Clearer repair history

Invoices, warranties, permits when applicable, and service records help buyers and their professionals understand what was done and when.

A smoother due-diligence conversation

A documented condition package can make it easier to discuss inspection findings, repairs, credits, and timing.

Confidence with appropriate limits

The package can show that the seller took reasonable steps to understand and improve the home's condition while preserving the buyer's right to conduct independent due diligence.

What CPO does not mean: It is not a warranty, insurance policy, code certification, appraisal, or guarantee that every defect has been found or that systems will continue to operate. Concealed defects may exist, conditions can change, and buyers should obtain their own inspections and specialist evaluations.

Seller checklist

- ☐ Pre-listing home inspection completed and report retained
- ☐ Major system and material safety items evaluated and addressed where appropriate
- ☐ Qualified specialists used for repairs outside the seller's expertise
- ☐ Receipts, invoices, permits when applicable, warranties, and service records organized
- ☐ Current clear moisture and termite or WDI letter obtained when appropriate
- ☐ Disclosures reviewed with the real estate broker



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☐ Buyer-facing package labeled accurately and updated if new information appears

Discuss the appropriate scope with your real estate broker, inspector, contractors, settlement provider, and other qualified professionals. The contract, disclosures, inspection rights, and repair decisions control the transaction.