

Mid-Atlantic Appraisals, Claims and Estate Liquidations, LLC

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Pre-Appraisal Preparation Checklist

In order to expedite your upcoming appraisal, please consider the following suggestions:

- Definitely decide on which items you want to have appraised.
- Ensure that items located in the attic, basement, closets and out-buildings are open for view.
- Unpack items that are in storage trunks or boxes.
- Put all things of like kind together such as flatware, crystal and dinnerware services.
- There should be adequate lighting.
- Gather together any receipts, sales slips or earlier appraisals, if any.
- Large pieces of furniture may need to be pulled away from the wall or paintings taken down in order to inspect the back. Be prepared to remove any lamps or breakables which might be damaged in the process.
- If this is an estate appraisal, please provide me the decedent's date of death. If there is a will, please ensure that all items specifically bequeathed in the will are available for my inspection.
- Having a stepladder handy will facilitate my inspection if there are items or high shelves.

If you don't have time or are unable to do all the above preparations prior to my arrival, don't worry – I'll manage.

The appraisal will be done room-by-room. We will begin in one corner of the each room and go around the room in a clockwise fashion. When one room is complete, we will proceed to the next. Normally the attic is done first when it's the coolest. We will work downwards from there, finishing with the basement, garage and outbuildings. Please feel free to call me if you have any questions.

Sincerely,

B. Wesley Manger

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