

APPOINTMENT READINESS GUIDE

Thank you for booking with us! You're in great hands. In order to ensure the best results for your listing and clients, please make sure these are taken care of before your appointment.



NO AGENTS/OWNERS/CONTRACTORS/STAGERS ON-SITE

To ensure the appointments success, we advise that no one be present at the property (including agent and homeowners). Should it be imperative the agent and/or homeowner be present, please keep in mind that we may ask anyone to remain in one room/area for duration of appointment. This allows us to focus, not miss shots, and produce the best work possible.



HOUSE & PROPERTY MUST BE PHOTO READY BEFORE SCHEDULED APPOINTMENT TIME.

We ask that all cleaning, staging, home prep, and relocation of furniture and decor to be completed prior to the start time of our appointment. This includes the moving of singular items from room to room. Due to liability concerns and time restraints, we are unable to provide assistance with moving furniture.

THIS MEANS:

- | | |
|-----------------------------------|---------------------------------------|
| ✓ TRASH & CLUTTER REMOVED. | ✓ NO LOOSE ANIMALS OR PETS. |
| ✓ WINDOW BLINDS OPENED/PULLED UP. | ✓ LANDSCAPING DONE & PHOTO-READY. |
| ✓ PERSONAL ITEMS REMOVED. | ✓ VEHICLES PARKED AWAY FROM PROPERTY. |
| ✓ ALL LIGHTS TURNED ON. | ✓ REAL ESTATE SIGN HIDDEN/REMOVED. |
| ✓ OVERHEAD FANS TURNED OFF. | ✓ BACKYARD/GATE ACCESS AVAILABLE. |

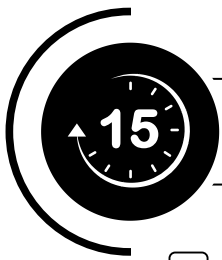
 **CALL OR TEXT**

502-330-4600

PHOTO & VIDEO

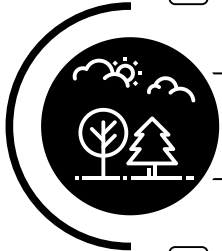
Home Prep Checklist

Let's elevate your photography and videography! The first impression starts online with listing media. Maximize your listing's sale potential by following our handy checklist for preparing your listing shoot day. Please feel free to provide this list to your homeowners to ensure they are best prepared for shoot day.



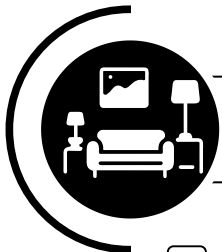
15 minutes before arrival:

- | | |
|---|---|
| <input type="checkbox"/> All lights are turned on (including lamps). | <input type="checkbox"/> Turn on fireplaces & hot tub lights/jets (if applicable) |
| <input type="checkbox"/> Toilet seat lids down | <input type="checkbox"/> Put away last minute cleaning items |
| <input type="checkbox"/> Open all blinds, shades, and curtains | <input type="checkbox"/> Move all vehicles out of the driveway |
| <input type="checkbox"/> Unlock side gate to backyard (if applicable) | <input type="checkbox"/> Be ready to leave the house (30 minutes to 1 hour) |



Outdoor Checklist:

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|---|---|
| <input type="checkbox"/> Mow lawn & manicure gardens | <input type="checkbox"/> Open umbrellas |
| <input type="checkbox"/> Pick up dog feces (please and thank you) | <input type="checkbox"/> Shovel driveway in winter months |
| <input type="checkbox"/> Sweep front porch and driveway | <input type="checkbox"/> Declutter and place unnecessary items in garage or storage |
| <input type="checkbox"/> Place cushions on outdoor furniture | |



Indoor Checklist:

- | | |
|--|--|
| <input type="checkbox"/> Mop and vacuum floors | <input type="checkbox"/> Hide trash cans |
| <input type="checkbox"/> Clean kitchen sink and put away dishes | <input type="checkbox"/> Hide pet food & water bowls |
| <input type="checkbox"/> Clean kitchen appliances | <input type="checkbox"/> Remove all shampoo, conditioners, body wash etc. from showers |
| <input type="checkbox"/> Declutter kitchen counters and front foyer (hide shoes) | <input type="checkbox"/> Replace all burnt out bulbs |