



## Tour Prep

### Photography Preparedness Suggestions:

#### Outdoors:

- Spruce up your garden and lawn; trim shrubbery if necessary.
- Yard and patio should be neat; outdoor furniture should be clean and in good shape.
- Remove hoses and trash containers from view.
- Mow the lawn; make sure the driveway & entryway are free of clutter (toys, bikes, etc.)
- Remove all cars from driveway.

#### Living Areas:

- Remove clutter and tidy up the shelves.
- Move excess furniture out of rooms. You want the space clean, open, and clutter-free (remove dog crates/beds/dishes, tray tables, etc.).
- Replace burnt out light bulbs (the photographer will need light in most rooms).
- Remove any throw rugs for a clear viewing of flooring.
- Tidy bed linens, bedspreads, pillows, etc.

#### Kitchen:

- Clean off kitchen counters; remove any clutter.
- Make sure dirty/clean dishes are out of the sink & put away.
- Remove all magnets, calendars, schedules etc from refrigerator.
- Empty the garbage can and place it out of sight.

#### Bathrooms:

- Put essential items used daily in a small box that can be stored away.
- Close toilet lid and empty the garbage.
- Clean mirrors & glass surfaces.**
- Hang towels neatly from towel bar.

#### Windows

- Shades should be up or open to provide for outside view
- Clean windows (screen removal is preferred but not mandatory when not practical).
- Curtains should be open



Overall/General:

- Check the basics around the house (indoors & out). It takes just a minute to make sure the house is clutter-free and all is in order.
- Turn on** all lights, overhead lighting and lamps prior to photographers visit.
- Turn off** all ceiling fans.
- Place all pets in a room not being photographed.

The photographer will not:

- Move furniture
- Clean or dust
- Move garbage
- Make beds**
- Pick up/move clutter (toys, dirty dishes, dog beds/toys, etc.)

All major furnished rooms of the house will be photographed, including all bathrooms. No unfinished areas or closets will be photographed unless otherwise requested by your agent. These are the perfect places to store items removed for photography session.

The home **MUST** be ready for the photographer when he/she arrives. Upon arrival our photographers can wait no longer than 5 minutes for additional home preparations. If a wait longer than this is needed we will have to move on to our next scheduled appointment and the photography session will be rescheduled.

If this happens a rescheduling fee of **\$25.00** will apply.

If you have any questions or comments please feel free to contact us!

Gay Collepriest/Owner/Photographer

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