

# Photoshoot Checklist

## *Envisioning Properties*

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It's my job to ensure an experience like no other for your clients. Therefore, I have gathered a list to insure the best setup for a smoothly transaction. Please take the time to prepare for the photoshoot.

### **General Prep**

**☐ Presentation:** Cleaning and staging needs to be done before I arrive, preferably the day before your photoshoot. Staging accessories need to be in place as well.

**☐ Pets:** I love pets but please remove from property to ensure the safety of myself and my equipment. It's also a good idea to hide pet food and water bowls as well.

**☐ Occupants:** All occupants should plan on either being off the property or remain in areas where they can't be seen during the photoshoot.

**☐ Garage:** Garages are optional during the photoshoot, so this is a great place to store items you'd like to hide. Otherwise please keep clean and remove any unwanted seen items.

## **Inside Prep**

- ❑ **Kitchen:** A few items on the counters are usually fine, but dishes, sponges, rags, etc. should be put away. Keep any personal items out of sight. Decorate if possible and remove trashcans.
- ❑ **Bathrooms:** Personal Items such as toothpaste, toothbrushes, razors, etc. should be hidden. Decorative unused soaps, candles, flowers, etc. are preferred. It's also good to remove all rugs from the floor.
- ❑ **Bedrooms:** All bedrooms should have their beds made and items put away. Closets are optional. Great place to hide any wanted items lying around.
- ❑ **Fans:** Make sure all ceiling fans are turned off. Ceiling fans are selling items but portable fans can give the wrong impression. It's best to hide all portable fans in closets or the garage (only if they are not included during photoshoot)
- ❑ **Cords & remotes:** Sometimes electrical cords can't be hidden, but otherwise make sure they are out of sight. tv, consoles, dvd/blu-ray, etc. controls should be put away as well.
- ❑ **Entryways:** Remove all shoes, umbrellas, and similar items from entryways.
- ❑ **Windows & Mirrors:** Make sure they are properly cleaned and nothing blocking them.
- ❑ **Lights:** Before I arrive, please make sure all interior lights are turned on. If need-be, please replace all burned-out bulbs at least 24 hours before the photoshoot.

## **Outside Prep**

□ **Vehicles:** Make sure no cars, rvs, boats, etc. are in the driveway. If possible, also move cars from the street in front of the home, to ensure a proper front view of the property. (Optional)

□ **Trashcans:** Trashcans can be placed on the side of the property or in the garage (only if the garage is not part of the photophoot).

□ **Yard:** Do at least 24 hours prior to your photoshoot. Yard should be mowed and cleared of any toys, tools, etc. If you have a dog, make sure that all of droppings are cleared from the yard.

□ **Sprinklers:** Do not water the day of the shoot to prevent puddles on pavement.

□ **Pool & spa:** If you have a pool and/or spa, please have them clean with covers removed. For spas, provide instructions on how to turn it on/off. (Certain occasions may require them off/on.)

□ **Water features:** If you have fountains, waterfalls, etc., please clean them and provide instructions on how to turn them on/off. (Certain occasions may require them off/on.).

□ **Outside Furniture:** Clean all outdoor furniture. Do not hose down your furniture the day of your shoot, since this can create puddles.

Thank you for your time and patience to go through this checklist! If you have any questions, please feel free to contact me anytime.

Victor Aquino-Garcia  
[EnvisioningProperties@gmail.com](mailto:EnvisioningProperties@gmail.com)  
(425) 404-1305