

# Residential Pre-Shoot Checklist



## LIGHTING

- All interior and exterior lights on, including floor lamps, table lamps, under-cabinet lighting, stovetop lighting, bedside lamps, ceiling fan lights, and other secondary light sources
- Ensure that all light bulbs work. Replace any burnt out bulbs



## KITCHEN

- Remove all non-decorative items from counters (dish soap, paper towels, phones, cleaning supplies, etc.)
- Remove magnets, photos, kids artwork, etc. from the refrigerator



## BATHROOMS

- Lower all toilet seats
- Clear countertops of non-decorative items
- Remove toiletries from bath/shower area (curtains/door are often opened to show off tiling/fixtures)



## FRONT AND BACKYARDS

- Take down flags
- Put hoses and other equipment away, organize patio/deck
- Pick up pet waste, put away garbage bins, and generally clean up yard
- Freshly-cut lawn and landscaping in good shape
- Ensure all pool cleaning equipment is removed and the pool has been cleaned



## PETS

- Keep pets out of the way during the shoot (in the backyard, garage or unfinished basement, for example)
- Put away pet supplies, including food/water bowls, crates, toys, etc



## WINDOW TREATMENTS

- Open curtains/blinds all the way in every room - blinds should be twisted open, not pulled up

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## YARD SIGNS

- We kindly ask agents to remove for sale signs from the yard if they do not want the sign in the exterior shots



## NEIGHBORS

- Let the next door neighbors on both sides know about the scheduled shoot so that they can ensure their yards are clean, cars are out of the driveway, and garage doors are closed



## STAGING

- If available, place unobtrusive decorative items on counters and tables - examples include fresh flowers, bowls of fresh fruit, pottery, vases, and new candles



## HOLIDAY DECOR

- Remove all holiday decor - examples include pumpkins, Christmas trees, menorahs, Christmas lights, wreaths from the front door, etc



## DRIVEWAY AND VEHICLES

- Ensure that no vehicles are in the driveway or on the street in front of the home
- Close garage doors
- Make sure driveway is clean and clear



## OTHER

- Turn ceiling fans off
- Put all personal items away
- Remove any religious symbols from view
- Generally, make the house as clean as possible (remove streaks from mirrors, sweep/mop floors, etc..)



# 3D/Floor Plan Pre-Shoot Checklist

In addition to the Residential Pre-Shoot Checklist, we recommend the following for a successful 3D/Floor Plan scan.



## IMPORTANT INFORMATION

- 3D and Floor Plan scans take more time onsite after all still images have been captured
- Photographers will scan the entire property for a 3D/Floor Plan
- Items cannot be moved from room to room during the scans
- Our photographers will not touch any personal items while on-site
- 3D scans cannot be edited; please remove any items you do not want to be seen
- All people and pets should leave the property so they are not visible in the 3D scan



## HOW TO HAVE A SUCCESSFUL 3D/FLOOR PLAN

- Clean and prepare the home before the photographer arrives
- Declutter and remove items that you do not want to show in the 3D scan
- Remove any religious symbols from view
- Turn off ceiling fans, TVs, and other moving objects
- Open all doors between rooms



## LIGHTING

- Turn on all interior lights including all lamps, under-cabinet lighting, stovetop lighting, ceiling fan lights
- Ensure that all light bulbs work and replace any burnt-out bulbs

Thank you for choosing Virtulance for your real estate marketing needs.  
We look forward to working with you!

Please contact us before your shoot if you have any questions or concerns.