

**Dear Valued Client,**

Thank you for choosing RealtaSnap for your upcoming shoot. To ensure your property looks its best and the shoot goes smoothly, please follow this pre-production guide.

### General Preparations

#### 1 Cleaning & Tidying up

- Remove pet bowls, toys, boxes, bottles, cans, bins, food items, bathroom accessories and paint cans.
- Suggested suitable hiding spots: bathtubs, sinks, closets or even outside.

#### 2 Dishes & Countertops

- Clear all dishes from the sink and countertops. Wipe down all surfaces to remove smudges and fingerprints.

#### 3 Lighting

- Turn on all lights, including lamps and under-cabinet lighting. Replace any burnt-out bulbs to ensure even lighting throughout the property

#### 4 Reflective Surfaces

- Clean all reflective surfaces such as mirrors, windows, and stainless steel appliances to remove smudges and fingerprints

#### 5 Window Treatments

- Align window blinds in each room for consistency - they should all be fully open, closed, or halfway.

#### 6 Ceiling Fans & Bathroom Details

- Turn off any ceiling fans. Close all toilet seats and tuck away accessories.

### Room-Specific Tips

#### 1 Living & Dining Areas

- Arrange furniture neatly and fluff cushions. Remove any personal items such as remote controls, magazines and toys.

#### 2 Kitchen

- Clear countertops of small appliances and personal items. Store away any kitchen equipment, and ensure the sink's clean and empty.

#### 3 Bedrooms

- Make beds neatly with fresh linens. Hide personal items like clothing, books, and electronics. Tidy up nightstands and dressers.

#### 4 Bathrooms

- Remove toiletries, towels and bathmats. Ensure toilet seats are down and the bathroom is clean.
- Store away cleaning supplies, and personal hygiene products. Wipe down mirrors for smudges and streaks.

#### 5 Exterior

- Tidy up the yard, remove toys, tools, or clutter. Clean outdoor furniture, pathways, driveways, and arrange neatly.

### Final Touches

#### 1 Walkthrough

- Do a final walkthrough of the property to ensure everything is in place and tidy.

#### 2 Personal Items

- Remove or hide any personal items you do not wish to appear in the photos or videos.

### Conclusion

- **By following these guidelines, you'll help us capture the best possible images and videos of your property.**
- **If you have any questions or need further assistance, please don't hesitate to reach out to our RealtaSnap team.**

Thank you for your cooperation, and we look forward to creating stunning visuals of your property!

**Best regards,  
The RealtaSnap Team**

