



# TIPS TO PREPARE FOR COMMERCIAL PROPERTY PROFESSIONAL PHOTOGRAPHY

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Here is a list of ideas and tips on how to prepare your commercial property for a professional photo shoot. The photographer will not touch anything in the house. If you foresee that you will need to have items moved during the Photoshoot, please have that done before the photographer arrives. If this is not possible, please tell the photographer within 48 hours of the shoot so they can bring an assistant for an additional fee.

## Right Before the Photographer Arrives

- Turn on **ALL interior lights** – even lights in furniture cabinets.
- TURN OFF ALL CEILING FANS.**
- Light **fireplaces and candles** (if applicable).
- Open all** blinds, shades, and curtains.
- Clear all cars and** vehicles from the driveway and the street in front of the building.

## Inside the Home

- De-clutter** as much as possible. Put away anything you do not want to see in the picture. It's a lot cheaper to put these things away before the photo shoot than to pay to have the photos "photoshopped".
- Depersonalized** to a certain degree. Photos of young children and any potentially offensive art should be put away.
- Remove any **seasonal/holiday decorations** that can quickly outdate your photos.
- Dust and vacuum.**
- Clean all desks and conference rooms
- Clean the **kitchen sink** and put away all the dishes that may be in the cafe areas.
- Clear all **kitchen counter tops** and put away toasters, can openers, etc in cafe areas.
- Clear all bathroom** counter tops and put away all personal items.
- Hide all **trash cans.**
- Replace all burned out **light bulbs.**
- Have **all PC's and Monitors installed**, this will give your office a look that it is a working office.

## Outside the Office - For external shots

- Have the **lawn trimmed**, leaves raked, bushes and trees pruned.
- Clean up after any **animal(s)**
- Put away all **garbage cans**, hoses, garden tools, etc.
- If there is a **pool, hot tub, or spa**, take any security gate down, uncover, and clean.
- If there will be any twilight photos taken, **replace any broken lighting** on the office, around the landscape, and in the pool.
- Be sure the **lights for the whole building are on** for the time of the photoshoot.
- Open the **umbrellas** on any patio sets.
- When in season, **uncover grill.**
- Remove any **seasonal/holiday** decorations.
- Consider adding splashes of **bright colored flowers** to the landscape and in pots.
- Be sure there is **not a trash pickup or recycling day** during the shoot, you do not want trash cans show up in front of your office
- Please **turn off all sprinkler systems** during the time of the photoshoot.