

Our **Architectural Photography Checklist** that will help both client and photographer plan for a successful photoshoot:

PERMISSIONS

- Permission and release obtained for photography from property owner, corporation, municipality.

PROPERTY LOCATION & ACCESS

- Exact street address of property, directions to property entrance if difficult to find.
- Compass orientation / aspect of property (Which direction does it face?)
- Gate access, key code, etc.
- Keys and alarm code (if property representative is not present).
- On-site contact person name and cell phone number; owner's cell phone number.

INTERIOR PHOTOGRAPHY DETAILS

- All interior lights functional.
- Representative on hand with knowledge to override timers, motion sensors and photocells to ensure that all interior lights are on. Essential for dusk/dawn shots!
- All interior spaces cleaned, dusted, de-cluttered and styled and staged prior to photoshoot.
- All rooms accessible, interior locks unlocked.
- All shades/blinds operations and in the UP position. Windows cleaned.
- Rubbish bins cans moved out of sight
- Floors swept, mopped or vacuumed thoroughly.
- Photoshoot scheduled for immediately after housekeeping, not during the cleaning or mowing!
- Instructions or representative present for elaborate lighting systems and AV systems.
- No cleaning or maintenance personnel working in areas to be photographed.

EXTERIOR PHOTOGRAPHY DETAILS

- All exterior lights functional and timers, motion sensors and photocells for landscape/exterior lighting located. Representative on hand with knowledge to override timers, motion sensors and photocells to ensure that all interior lights are on. Essential for dusk/dawn shots!
- Yard care (mowing, edging, weeding, planting, etc.) performed prior to scheduled photoshoot.
- Flowers and plants all appear in good health. Additional plantings added prior to photoshoot.
- Garden hoses, tools, watering cans, sprinklers, rakes, shovels, etc. put away.
- Pool/spa service, performed prior to scheduled shoot. Pool hoses and pool tools put away.
- Sprinkler systems turned off during photoshoot to keep the building, walkways, patio areas, photography equipment and photographer dry.
- Vehicles moved - no cars on curb, in parking lot, driveway, or motor court. Please notify all drivers prior to photoshoot. Driveway, walkways powerwashed if appropriate.
- No maintenance or delivery trucks scheduled on the day of photoshoot.
- Rubbish bins moved out of sight. Please do not schedule the photoshoot on bin day.
- No barricades, cones, barrels, barrier tape or other safety & construction items present.
- No cleaning or maintenance personnel working in areas to be photographed.

OWNER & CLIENT RESPONSIBILITIES

- Properties will be photographed as-is so please ensure all construction and housekeeping and landscaping are complete before making a booking.
- We do not do house cleanup or tidying nor provide styling advice and we do not move furniture or household contents.
- If you wish to have input into the angles selected, please attend the property at the appointment time.
- It is the responsibility of the owner to ensure that they provide a representative on-site to ensure that parked cars can be moved, rubbish bins are moved, lights are on and all globes are working. In the absence of a representative attending, the photographer's interpretation of the scene will be deemed acceptable.