

## SITE READINESS CHECKLIST

Implementing the following site readiness checklist helps capture and reveal the property's story separate from the current owner's or occupant's story and helps maximize effectiveness and time behind the camera. There may be items listed here that do not apply to every property, but still please pay close attention as all the items represent 'oh-darn-its!' seen in previous shoots. We strive to deliver outstanding quality, and need your help to prepare your property for a well-executed shoot that then reveals your property's story. Thank you!

If you would find it easier to use your phone or tablet see, [immersivepropertiesolutions.com/html/site\\_readiness\\_checklist.html](https://immersivepropertiesolutions.com/html/site_readiness_checklist.html).

### Exterior

- Wash your windows or hire it done.
- Remove cars from the driveway and the front of the home. Place them in the garage or re-locate them down the street. Garage doors must remain closed.
- If you are on good terms with your neighbors, please ask them if they would consider abiding by the above step at least until the shoot is over.
- Hide garbage/recycling/compost bins, yard waste bags, hoses, and gardening tools.
- Inform your real estate agent of your garbage day and request they schedule our shoot around it.
- Mow the lawn and remove any leftover debris (twigs, branches, discernible weeds). Trim and edge also if possible.
- Remove any toys or sports equipment from the lawn and driveway.
- Clean up after your pet. Remove toys and waste from the yard and gardens. Clean, tidy, and even rake outdoor play and sleeping areas.
- Sweep sidewalks, driveway, patio, decks, and pool area.
- Uncover pools and hot tubs if clean. Skim leaves. We will turn on lights and hot tub jets. Please put away cleaning equipment.
- Store/hide all pool tools, toys, carts, portable cabanas, etc.
- Clean and arrange outside furniture, open patio table umbrella, tidy chairs, and plump cushions.
- Remove grill cover and hide utensils.
- Remove all flags, hanging ornaments, and home security signs - though displaying 'Old Glory' is never wrong.
- Remove spider-webs from corners (steps, porches, decks, light fixtures or sconces, A/C units and stationary generators, garage door openings, etc.) and from shrubbery.

## Lighting

- Turn on ALL lights in the house; replace burnt-out bulbs.
- Turn ON ceiling fan lights; please keep fan OFF.
- If a window has curtains, shades, or opaque blinds, please open them. If a window has slatted or louvered blinds, lower or close them but keep slats open.
- Turn all TVs and computer screens OFF.
- Any glass door/window/mirror should be clean and free of streaks or fingerprints.
- Dust all light fixtures (pendants, sconces, chandeliers, etc.), and lamps.

## Kitchen/Dining Room

- Recommend using standard dining table set up (i.e. plates, napkins, place mats, cutlery. Place a bowl of fruit or vase of flowers to add color, if possible).
- Clean off and wipe down all counter tops.
- Wipe down all cabinet doors especially the knobs and grab points.
- Remove appliances, knife blocks, toasters, etc. ONE nice, modern-looking device can stay (i.e. coffee maker or tea kettle on stove).
- Remove all items from the refrigerator (no magnets, pictures, lists, homework, tickets, etc.).  
Wipe down all reflective surfaces (stainless steel appliances, glass oven and microwave doors, faucets and handles, mirrors, vases, etc.) to remove fingerprints and smudges if the home is occupied and dust if it isn't.
- Remove throw rugs, hanging towels, and paper towels, dish rags, and sponges.
- Hide garbage can(s), remove dishes, drain stopper, soap dishes or bottles.
- Straighten and tidy all chairs.
- Turn on under/over cabinet lighting if available.

## Bedrooms

- Make all beds; use decorative pillows if available.
- Remove ALL clutter from end tables, dressers, and nightstands. This includes personal photos, drinking cups, alarm clocks, etc.).
- Store away the phone, tablets, charging cords, books, tissues, and other items.
- Address any clutter under the bed that may show in photos or video.
- Walk-in closets should be clean and kept.

## Bathrooms

- Arrange clean hand and body towels to be orderly.
- Hide all trash cans, plungers, or toilet scrubbers.
- Remove floor, tub and show mats.

- Remove hygiene products from the counter, including bar soap, medications, and toothbrushes.
- Remove shampoos, razors, and loofahs from the shower; close the shower curtain or door.
- Close toilet seats and lids. Apply fresh toilet paper roll.
- Wipe down mirrors, faucets, counters, and shower doors.

## **Living Room/Family Room**

- Vacuum, sweep, and mop where appropriate. This includes sweeping/dusting wooden floors.
- Tidy couches - fluff, smooth, and align cushions, fluff accent pillows, remove clutter from tables/desks.
- Dust all screens.
- De-clutter mantles and side tables.

## **Pet Area(s)**

- Collect and hide all pet toys and pet care items.
- Put away pet beds and blankets.
- 'Sticky-roller' or equivalent the large furniture areas to remove pet hair.
- Fish and birds are exempt if their areas are neat and clean just wipe the glass or change the paper and put away their food and care items.
- If possible, remove/relocate reptiles and rodents. They don't photograph well and can be off-putting to prospective buyers.