

Agent Photo-Day Checklist



We cannot begin your listing photo shoot until the property is 100% ready!

THINGS TO DO PRIOR TO YOUR SCHEDULED PHOTO SHOOT:

- ☐ Be sure your seller has a copy of our **Homeowner Pre-shoot Checklist** and that they've completed it prior to your scheduled photo shoot. Following this checklist will help ensure the property is ready for photography.
- ☐ Communicate with your seller to ensure there will be no other contractors, workers or other personnel at the property during your scheduled photo shoot that may inhibit or delay our ability to capture images or video.
- ☐ Instruct your seller to address all special requests (i.e., photographing previously unspecified areas, moving or relocating large items or objects) prior to your shoot and through you directly, rather than your photographer.
- ☐ Make certain your agent signage is not installed and visible at the property during your scheduled photo shoot. Per SWMLS Rules & Regulations dated February 2026 (Section 1.20, Photos), agent branding is not allowed on media uploaded to SWMLS. If agent signage is present during your scheduled photo shoot we will photograph the property as is. **Requests to edit out your agent signage post-delivery of your media will incur additional editing fees.**

WHAT WE'LL DO DURING YOUR PHOTO SHOOT TO ACCOMODATE:

- ✓ Adjust window blinds & lighting for best exposure
- ✓ Close all toilet seat lids in bathrooms
- ✓ We may move small items to ensure the best photos

WHAT WE WILL NOT DO:

- ✗ Remove, relocate or reinstall agent signage
- ✗ Move furniture or other large household items
- ✗ Relocate or hide cords (tv/cable, power cords, etc.)
- ✗ Make beds, clean, dust or declutter areas
- ✗ Move or handle pets & pet items
- ✗ Touch personal hygiene items (shampoo, toothbrushes, brushes, etc.)
- ✗ "Photoshop" or edit out vehicles, power lines, holes in walls, cords, etc. from photos.

IMPORTANT REMINDERS:

Please ensure your seller's property is ready for our visit on shoot day. Our goal is to provide you with the highest quality listing media and a well-prepared property makes this possible. Although we will always be as accomodating as possible, we reserve the right to cancel or reschedule your photo shoot if the property is not prepared.