



Due to current Covid 19 pandemic Room by Room Photo, llc. is issuing the following requirements to be adhered to in order to secure safe business practices for any and all photo shoots involving Room by Room Photo, llc.

Photo shoots will not be scheduled until a signed copy of this document is returned.

- All scheduled appointments for photo shoots involving interiors will be unoccupied dwellings.
- Homeowners will be required to vacate the premises 30 minutes before the scheduled appointment time.
- The property will be clean and fully prepared AHEAD of the appointed time using this CLIENT CHECKLIST with the understanding that the photographer will not be touching anything at the property.
- If Room by Room Photo, llc. arrives at the listing and cannot conduct the photo shoot because the CLIENT CHECKLIST, was not followed, \$75 fee will be invoiced to the realtor assigned to the property.  
Tip: Performing 15 minute walk-through the day before is advisable.
- If a photo shoot is cancelled by the realtor *the day of* the scheduled appointment, a \$75 fee will be invoiced for that property.
- The realtor will be present only to open the door and provide any special instructions regarding the photo shoot. Only if the realtor is permitted by state law to stay in the interior of the property during the shoot, then the realtor as well as the photographer will be PROPERLY WEARING A MASK.

#### LICENSE AGREEMENT

Photo Rights and Usage: Room by Room Photo, LLC owns all copyright to the images, but offers the client a limited, non-exclusive, NON-TRANSFERABLE license for all delivered images for the period of time that the agent is legally contracted to the listing property. The client may use the delivered images, in any format, for the purposes of marketing this property, in accordance with all applicable laws. This license is NOT transferable to any third party. Any use of the images by a third party, including but not limited to architects, builders, stagers, designers, other sellers, real estate agents or buyers is prohibited unless approved in writing by the photographer. Any violation of this agreement will result in termination of business.

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_



## Client Checklist

Your home will become a magnificent showcase by following this helpful list.

### Lights:

- Turn on all overhead lights.
- Make sure light bulbs are inserted and working.
- Turn ceiling fans and televisions off.

### Kitchen:

- Clear off counter tops.
- Tuck trash cans out of view in a closet or cupboard.
- Remove photos, notes and papers from the refrigerator.

### Bedrooms:

- Make all beds and tidy bedrooms.
- Clothes hung, or folded and put away.

### Bathrooms:

- Toilet lids down.
- Clear off counter tops.
- Soaps, razors, wash cloths put away.
- One set of towels in rack.
- Pick up bathmats off floor. (Can be stored in nearby bathtub.)

### Pets:

- Contain pets in the garage or out of sight as I normally do not photograph the garage.

### General:

- De-clutter rooms which may be excessively furnished. They do not photograph well.
- Remove piles of newspaper and magazines.

### Outside:

- Remove all garden tools including hoses and sprinklers.
- Mow and rake yard.
- Sweep driveways, sidewalks and patios.
- Remove all vehicles from driveways and do not park directly in front of the house.
- Move garbage cans out of sight.

Let me know if your home contains works of art that you do not want photographed. They can be blurred.

If you have special features of your home that you specifically want photographed please let me know about these so I include them in the shoot.