

# MATTERPORT PREPARATION CHECKLIST

In order for the 3D Matterport Virtual Tour to look it's best, it is imperative that you follow the checklist below. The Matterport 3D scan process will take about 30 to 45 min per 1,000 sq.ft. There can be no pets or people in the house during the scan as movement will cause problems in the 3D rendering process.

Please have the property ready upon arrival of the photographer.

## EXTERIOR

- Move vehicles from the driveway and park away from the front of the home. Move vehicles outside of garage if you wish to include it in the 3D scan.
- Place garbage bins and anything that is not attached to the home out of sight.
- Remove or coil garden hoses neatly.
- Remove any toys or pet related items from yard.
- Remove seasonal decor.
- Straighten deck furniture.
- Cut the grass and remove all weeds from cracks in concrete and generally tidy the area.

## GENERAL

- Turn all lights on, including lamps, under counter lights and stove lights and replace any burned out bulbs.
- Open all drapes/blinds on windows with a good view. Exception would be bathrooms or rooms with a poor view. NOTE: If direct sunlight is shining in, photographer may have to close.
- If blinds are down, ensure they are equally angled open.
- Conceal cords. Unplug them from the wall if needed. (Excluding any lights)
- Turn all ceiling fans off.
- Turn all televisions off.
- Remove small rugs from floors, especially tile or wood floors.
- Make beds
- Close door(s) to any closets and rooms you do not wish to be included in the scan.
- Remove all evidence of pets, food dishes, toys, cages and litter boxes.
- Remove shoes by doors.
- Store all removed items in the garage (if not being photographed) or in closets or cabinets.
- Hide all items you do not wish to show in the 3D scan before your scheduled appointment as it will not be possible to move items from room to room during the scan.

## KITCHEN

- Clear all counter tops. No dish rags or towels, soaps, knives, or cutting boards.
- Remove dish drying racks and dishes from the sink.
- Clear all sides of the refrigerator completely or any magnets, pictures or lists.
- Remove any calendars. Calendars make listings dated if it goes over 30 days.
- Remove trash

## BATHROOM

- Clear the counter from absolutely every item considered to be personal.
- Remove toilet cleaning brushes, toilet plungers and trash cans.
- Remove shampoo and conditioner bottles and personal items from the shower and tub area.
- Close toilet lids.
- Remove all floor mats.
- Ensure towels are clean and neatly hung.

NOLA REAL ESTATE MARKETING WILL NOT BE HELD RESPONSIBLE IF THE HOME IS NOT READY AT THE TIME OF YOUR SCHEDULED APPOINTMENT.