



Thank you for trusting us with your home! In order for us to start marketing as quickly as possible, we would prefer to have your home to ourselves so we can capture the best pictures and videos.

The whole process takes about 45 minutes to an hour. It's easier to get the best video when the home is free and clear. Please let us know when that is possible.

Things we will need completed:

- > House key: we will need at least *three copies* of your house key; the company holds one key, the tenants get two keys.
- > Garage door openers: please make sure to place both garage door openers in the top drawer of the cabinets, next to the stove.
- > Mailbox key: ideally, we would like to have two keys. One for the company and one for the tenants.
- > HVAC Unit: please provide clean filters
- > Refrigerator: please provide clean filters; we prefer to have an unopened filter at the home. This ensures that the new tenants know what to buy.

Here are a few things to consider when we come take video and pictures:

- > Blinds are left open (this is for the pictures only)
- > All lightbulbs are working.
- > Ceiling fans are off.
- > Closets need to be empty.
- > Flags, banners, pictures, and all personal belongings are put away.

- > Please make sure refrigerators are empty.
- > Driveways and garages are vehicle free.
- > Garbage cans are in the garage.

Everything that is staying in the home, needs to be there. Items that are not staying, should not be there.

If you are not including an appliance, such as a washer and dryer, it doesn't need to be there for video.

Thank you,
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