



## HOW WE DO IT

*You may have already decided that a 360° photo tour is exactly what you want, and now want to find out about the practicalities and the possible disruption of time and energy you need to expect.*

*As our newest client, your specific needs will be central to our collaboration, but as a guide and an outline of our working practice we endeavour to provide, we have prepared the following general timeline and itinerary.*

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### BOOKING

*In reply to your booking request we will send you an email confirming the date, time and address of the shoot. We will include a timeline for the completion of your 360° photo tour, a shooting schedule, and a checklist to help you prepare your property.*

### WRITING AND DESIGNING SHOOT ON PAPER

*The rooms you wish to include in the tour must be listed on paper (We provide a shooting schedule for you to complete when we confirm your booking via email). We will also ask about your preferred shooting route and starting point. This will be helpful during our initial visit.*

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### INITIAL VISIT

*First we take a tour of the property. We determine the various shooting locations and how the particular aspects of the property are photographically framed and emphasised. Digital pictures are taken to document these decisions. We also assess the best route for the tour and the best place to start.*

### ARRANGING THE ROOMS ACCORDING TO PLAN

*To emphasise the property it is best to dress each room in an attractive but minimal fashion. If there is too much furniture shooting can become difficult. Also, the rooms need to have enough light (natural or artificial). We do not bring additional lighting equipment because of these would be seen on a 360° photo. Here we present an extensive but not exclusive checklist to help you prepare for your preliminary shoot.*

- All pets should be in the garage, in a cage, yard, or preferably offsite
- Windows blinds should be either halfway up (and open), or completely up
- Window Curtains should be 75%+ open and symmetrical
- All trash cans are emptied or hidden
- All toilet plungers should be hidden
- All ash trays to be removed
- All lights are on and all fans are off
- All toothbrushes, toothbrush holders, and cosmetics be tucked away into drawers
- All see-in showers remove shampoos, conditioners, soaps, sponges/loofahs, razors, etc
- All magnets be removed from refrigerators
- All remote controls should be hidden
- All vehicles should be removed from the property or put in a garage for exterior shots
- All toilet seats should be in the down/closed position
- Hide all trash receptacles not in view of the front of the home

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- Please have windows cleaned inside and outside
- Please have home landscaping
- Hide electrical cords when possible

## PRELIMINARY SHOOT

*With all of our packages we automatically include both a preliminary and second revised shoot. This provides the opportunity for our clients to see and review the tour images and to make a list of necessary edits to the tour. Examples can include, images being too dark, the position of the camera needs to be changed, some furniture needs to be changed or eliminated, etc.*

## KEEPING CAMERA AT EYE LEVEL

*We try to keep the tripod at the same level for shooting in all rooms. This is to avoid any glitches when the tour shifts from one image to the other. The most suitable height is that of the potential clients eye level, giving the same view as a physical visit.*

## SHOOTING ALL ROOMS IN THE HOUSE

*We start with the assumption that all rooms in the property will be shot for the tour. (Your pricing package is determined by the total square meters of the property) We do this so a comprehensive 3D scan can be made, and the "dollhouse" model is as complete as possible. However clients can choose to revise this to focus on the rooms and features of the house that they think will attract the buyers. This we can do on the second revised shoot.*

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## REVISED SHOOT

*Any changes or amendments that you request can be addressed in your second revised shoot. Bad weather, bad lighting, bad reflections, Items that you forgot to remove in the photos, malaligned camera placements, missed locations. All are reasons that we make a second revised shoot automatically available in all of our packages. However it is not obligatory and if you are 100% happy with the preliminary shoot results then don't be afraid to let us know. Time saved for everyone. And to say thank you, we offer you a 10% discount on your next 360° photo tour which you may gift to anyone. Just inform us and we will amend our records.*

*(Read our T&Cs and bad weather policy.)*

## IMAGE PROCESSING

*We then take this raw image data and create your 360° photo tour. We then deliver your tour to your email inbox as a clickable link. You will find instructions on how to distribute these files across your social media or via direct link. Also you will be able to download any photos and 2D black & white plans, ready to print.*

*(Tours reside on our servers for one year and can be removed or extended upon prior arrangement.)*