

# Got You looking!

## Shot List & Prep Cheat Sheet

Shot List	Date/Time	Captured
<b>Exterior</b>		
Exterior Dusk/Day	Mar 15/16/17	
Patio/Firepit Day/Dusk	Mar 15/16/17	
Patio Front Day/Dusk	Mar 15/16/17	
Outdoor Pool Day/Dusk	Mar 15/16/17	
Outdoor Pet Station	Mar 15/16/17	
<b>Public Spaces</b>		
Breakfast Buffet	Mar 16	
Breakfast Seating	Mar 16	
Complimentary Coffee Station	Mar 16	
Lobby Area	Mar 16	
Front Desk	Mar 16	
Business Center	Mar 16	
Market	Mar 16	
Fitness Center	Mar 16	
Guest Laundry	Mar 16	
<b>Event Space</b>		
Meeting Room (Classroom Style)	Mar 16	
<b>Corridors</b>		
4th Floor Guestroom Hallway	Mar 17	
4th Elevator Lobby/Hallway	Mar 17	
<b>Guestrooms (incl. room #s below)</b>		
1 King Studio Suite	Mar 17	
1 King 1 Bedroom Suite + Bathroom	Mar 17	
2 Queen Studio Suite	Mar 17	
1 Queen Studio Suite	Mar 17	
STND Bathroom (Stand-Up Shower)	Mar 17	
ADA 1 Queen Studio with Tub	Mar 17	
ADA 1 Queen Studio with Roll-In Shwr	Mar 17	
ADA Connecting Room	Mar 17	
ADA Bathroom(s)	Mar 17	

Good photos will attract customers to your website.

Help us capture the best your hotel has to offer to convert **tentative sales** into **CLOSED sales**.

Apply these crucial prep steps to make your images stand out from the rest.

### Hotel PREP Cheat Sheet See Brand Standards & GYL Docs for Full Prep Guide

- All Hotel Staff has been Advised of the Photoshoot
- Housekeeping, Maintenance & GM Available
- Remove Collateral & Newspapers
- Light Override Instructions Available
- ALL lightbulbs are the same color and wattage
- Fireplace Works and can be Turned On when needed
- Good Quality Steamer/Iron Available
- NEW linens on beds are WRINKLE FREE (steamed)
- Bed Skirts are Straight, Steamed & don't touch the floor
- Bathroom Towels are Neat/Tidy and Full, NOT Crammed
- Pool Safety and Cleaning Equipment Removed
- Fitness Center Weights Straightened & Cords Hidden
- Fitness Center/Pool Towels are WHITE and Folded Neatly
- Market/Suite Shop has been Fully Stocked
- Food/Beverage for Breakfast/Restaurant Fully Stocked
- Parking Spots In Front of Hotel have been Blocked Off
- Signage for Guests Posted In Hotel re: the Photoshoot
- All Artificial Plants/Flowers Removed

#### Hotel Name:

Home2 Suites Blythewood, SC CAEBWHT

#### Shoot Date:

March 16-17 2021

Hotel Rep Signature: \_\_\_\_\_

Photographer Signature: \_\_\_\_\_