

| ✓ #                         | Area / Zone | Micro Task   |
|-----------------------------|-------------|--|
| <b>Curb &amp; Driveway</b>  |             |  |
| <input type="checkbox"/> 1  | Curb Appeal | Pull all cars, trailers, boats completely off property     |
| <input type="checkbox"/> 2  | Curb Appeal | Hide garbage & recycling carts behind fence or in garage   |
| <input type="checkbox"/> 3  | Curb Appeal | Coil garden hoses; remove sprinklers from lawn             |
| <input type="checkbox"/> 4  | Curb Appeal | Sweep leaves / sand from walkways & porch                  |
| <input type="checkbox"/> 5  | Curb Appeal | Shake out / replace worn welcome mat                       |
| <input type="checkbox"/> 6  | Curb Appeal | Remove seasonal banners, political flags, yard signs       |
| <b>Front Elevation</b>      |             |  |
| <input type="checkbox"/> 7  | Exterior    | Close garage door & all windows evenly for visual symmetry |
| <input type="checkbox"/> 8  | Exterior    | Wipe salt-air window haze from front windows               |
| <input type="checkbox"/> 9  | Exterior    | Turn on exterior coach lights (bulb-match warm LEDs)       |
| <b>Backyard / Patio</b>     |             |  |
| <input type="checkbox"/> 10 | Patio       | Stow pool toys, floats, skimmer poles                      |

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| <input type="checkbox"/> 11 | Patio       | Collapse or neatly stack outdoor-furniture cushions |
| <input type="checkbox"/> 12 | Patio       | Hide grill tools, propane tanks, charcoal bags      |
| <input type="checkbox"/> 13 | Patio       | Roll up beach towels, garden umbrellas              |
| <input type="checkbox"/> 14 | Patio       | Remove pet bowls & "dig" toys from grass            |

### Entry / Foyer

|                             |       |  |
|-----------------------------|-------|--|
| <input type="checkbox"/> 15 | Foyer | Store shoes, umbrellas, pet leashes out of sight       |
| <input type="checkbox"/> 16 | Foyer | Remove wall-mounted key racks, mail piles, purse hooks |
| <input type="checkbox"/> 17 | Foyer | Bulb-match entry fixture to 5 000 K daylight           |

### Living Room

|                             |        |   |
|-----------------------------|--------|---|
| <input type="checkbox"/> 18 | Living | Clear coffee / side tables—one décor piece max          |
| <input type="checkbox"/> 19 | Living | Hide TV remotes, game controllers, streaming boxes      |
| <input type="checkbox"/> 20 | Living | Unplug & tuck visible cords behind furniture legs       |
| <input type="checkbox"/> 21 | Living | Straighten sofa pillows; fold throws uniformly          |
| <input type="checkbox"/> 22 | Living | Depersonalize: remove family photos, trophies, diplomas |

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| <input type="checkbox"/> 23 | Living      | Leave 24 in strobe clearance between sofa & wall            |
| Dining Room                 |             |   |
| <input type="checkbox"/> 24 | Dining      | Remove booster seats, high chairs                           |
| <input type="checkbox"/> 25 | Dining      | Clear placemats; single centerpiece only                    |
| <input type="checkbox"/> 26 | Dining      | Wipe table top to remove fingerprints for flash reflections |
| Kitchen                     |             |   |
| <input type="checkbox"/> 27 | Kitchen     | Purge counter appliances: toaster, blender, coffee maker    |
| <input type="checkbox"/> 28 | Kitchen     | Hide knife blocks, drying racks, paper-towel stand          |
| <input type="checkbox"/> 29 | Kitchen     | Remove fridge magnets, calendars, kids' artwork             |
| <input type="checkbox"/> 30 | Kitchen     | Tuck trash can & pet bowls inside pantry                    |
| <input type="checkbox"/> 31 | Kitchen     | Empty sink; polish faucet & hardware (chrome "pop")         |
| <input type="checkbox"/> 32 | Kitchen     | Swap mismatched bulbs for daylight LEDs (bulb match)        |
| Pantry / Laundry            |             |   |

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| <input type="checkbox"/> 33 | Pantry      | Face labels forward; leave shelf gaps for spacious look |
| <input type="checkbox"/> 34 | Laundry     | Empty hampers; hide detergents & lint rollers           |
| <input type="checkbox"/> 35 | Laundry     | Close washer/dryer doors; remove magnets from machines  |
| Owner's Suite               |             |   |
| <input type="checkbox"/> 36 | Owner's     | Make bed hotel-tight; neutral duvet & pillows           |
| <input type="checkbox"/> 37 | Owner's     | Store phone chargers, tissue boxes, water glasses       |
| <input type="checkbox"/> 38 | Owner's     | Clear nightstands—lamp + one small décor item           |
| <input type="checkbox"/> 39 | Owner's     | Depersonalize art (no names, monograms, wedding shots)  |
| Secondary Bedrooms          |             |   |
| <input type="checkbox"/> 40 | Bedroom     | Neutral bedspreads; hide cartoon bedding                |
| <input type="checkbox"/> 41 | Bedroom     | Tuck toys & stuffed animals into covered bins           |
| <input type="checkbox"/> 42 | Bedroom     | Remove LED strip lights or turn them off                |
| Bathrooms                   |             |   |

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| <input type="checkbox"/> 43 | Bath        | Clear countertops: toothbrushes, makeup, razors     |
| <input type="checkbox"/> 44 | Bath        | New folded towels (white/neutral); remove bath mats |
| <input type="checkbox"/> 45 | Bath        | Close toilet lid; hide toilet brush & plunger       |
| <input type="checkbox"/> 46 | Bath        | Polish mirrors; eliminate humidity streaks          |

### Home Office

|                             |        |  |
|-----------------------------|--------|--|
| <input type="checkbox"/> 47 | Office | Declutter paperwork; stack neatly or hide in drawers |
| <input type="checkbox"/> 48 | Office | Bundle & route cables; power off monitors (no glare) |

### Bonus / Flex Room

|                             |       |  |
|-----------------------------|-------|--|
| <input type="checkbox"/> 49 | Bonus | Consolidate storage boxes against single wall  |
| <input type="checkbox"/> 50 | Bonus | Hide workout gear not in use; wipe sweat marks |

### Garage (if photographed)

|                             |        |  |
|-----------------------------|--------|--|
| <input type="checkbox"/> 51 | Garage | Stack tools neatly; clear floor for vertical keystone accuracy |
| <input type="checkbox"/> 52 | Garage | Sweep floor; remove oil-drip pans                              |
| <input type="checkbox"/> 53 | Garage | Hide storage bins behind curtain or single wall                |

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| <b>Windows &amp; Lighting</b>  |             |   |
| <input type="checkbox"/> 54    | Whole House | Open blinds / shades uniformly; align slats                 |
| <input type="checkbox"/> 55    | Whole House | Turn on every ceiling light & lamp (even closets)           |
| <input type="checkbox"/> 56    | Whole House | Replace any burnt bulbs; match color temp throughout        |
| <b>Pets &amp; Odor Control</b> |             |   |
| <input type="checkbox"/> 57    | Pets        | Remove beds, crates, litter boxes from view                 |
| <input type="checkbox"/> 58    | Pets        | Relocate pets off-site for 2-hour shoot window              |
| <input type="checkbox"/> 59    | Air Quality | Air-out home 30 min; avoid plug-in fresheners               |
| <b>Final Walk-Through</b>      |             |   |
| <input type="checkbox"/> 60    | Final       | Turn off ceiling fans; hide phone chargers & laptop cords   |
| <input type="checkbox"/> 61    | Final       | Wipe last-minute fingerprints on stainless & glass          |
| <input type="checkbox"/> 62    | Final       | Confirm hurricane shutters fully open & patio screens clean |