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**On-Site Personal Property Photo Service Request**

Customer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FairSplit Customer Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FairSplit Agent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Order Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stated Sq. Footage of Order \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ Confirmed Sq. Footage \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (by agent)

Ordered: \_\_\_\_ Photo Items Room by Room \_\_\_\_ List Items Seen \_\_\_\_ Provide Visual Approx. Mkt. Value

Contact Party for Estate Access: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other instruction: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**FairSplit’s agents will always strive to exceed the expectations of our clients**. Someone representing the estate should be present during the time our agent is on-site to assist and advise. The clientis responsible to arrange for all items to be photographed and listed to be easily accessible (not boxed or hidden under coverings, etc.) Agent will assist in arranging jewelry for group photos or small arrangements or positioning for better photos, but will not unpack and repack items not visible. Agent is not responsible for any unintentional damage if items need to be moved to photograph.

Street Address of Property (client initial) \_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Agent Notes\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**List Rooms in Order of Photos Taken And Number of Photos Per Room to help Organize Your Photos for Upload Later:**Ex: Master Bedroom, Guest Bedroom, Teen Bedroom, Den, Living room, Study, Game Room, Shed, Music Room, Bathrooms, Attic, Basement, Patio, Hallway, Dining room, Kitchen, Foyer, Library, Garage, Other(Ex: Dining room – 16)

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 8.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 13.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 6.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 9.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 14.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 7. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 10.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_15.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 8. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 11.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_16. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 9. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 12.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_17. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent has photographed the property named above, room by room to record the household items including furniture, artwork, jewelry, collectibles, accessories, appliances, electronics and any documentation related to these provided by the Estate Contact. Things such as clothing, shoes and books are shot in general shots not intended to show item by item unless specific items were separated by the estate contact and made easily available and items that seem to go together, such as dining room sets, matching upholstery or bedroom sets are grouped.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent Signature Estate Contact SignatureNo. of other pages \_\_\_\_