# **Do and Donts**



#### **Ship Clean, Damage-Free Products**

Make sure all products are spotless, crease-free, dust-free, and in immaculate condition — we photograph precisely what we get.

# **Label Everything Clearly**

Label every item with its name, SKU, or product code so we don't get confused — particularly if you're shipping different variants.

# Include a Packing List

Insert a printed checklist within the package with item names and quantities. Makes it easier for us to confirm everything on delivery.

# Package Safely

Use bubble wrap, paper fill, or soft material for protection against breakage or scratching in transit.

#### Send Extra Units (optional)

For breakable goods, consumables, or those packaged with reflective materials — send spares for backup or alternative styling purposes.

# **Specify Product Details**

Inform us of any product features to emphasize, such as textures, ingredients, or packaging information.

#### **Provide Usage Instructions (optional)**

If the item is interactive (e.g., sprays, opening-closing mechanisms), provide how it must be used or presented.

#### **Exchange Brand Guidelines**

If you have brand color, background, and style references — send them in advance.

#### Provide a Mood Board or Reference

Visual direction assists us in gaining a better sense of your brand tone and styling references.

#### **Provide Return Instructions (if necessary)**

Clearly indicate if you would like the products back and provide a return address or courier arrangement.



# **Don't Ship Damaged, Dirty, or Used Products**

Scratched finishes, broken labels, or worn materials will impact the end looks and can't always be repaired in post-production.

#### **Don't Ship Last Minute Without Planning**

Always check shoot schedules and delivery deadlines with us prior to shipping products.

# **Don't Make Assumptions About Product Use**

When the use is unknown, always include a note or video demonstration to avoid misinterpretation.

# **Don't Ship with Fragile Packaging Without Support**

Damaged in transit products can postpone the shoot or minimize your deliverables.

#### **Don't Commingle Product Categories Without Segregation**

Keep cosmetics, garments, breakables, etc., separately packaged or marked for systematic handling.

#### **Don't Leave Out Key Information**

Add on any "must-include" angles, brand identity, disclaimers, or styling do's/don'ts you need us to adhere to.

#### Don't Leave Out Legal/Label Approvals (if applicable)

For commerce use, ensure all product labels or packaging exhibited are final approved ones.