#### **CAM Property Services**

#### **User-Created PHOTO / VIDEO Brand Guidelines**

Here are some guidelines for smart phone content generated by individuals.

#### **Objective**

The services provided by CAM are varied and unique. The types of property serviced are also wide ranging. Stock photography simply cannot accurately reflect CAM's business operations.

### Quantity

The amount of unique content required is enormous with social media posts, blogs, web content, magazine ads, flyers, and email campaigns each month. You cannot underestimate the need, so please shoot away. Different angles, before/after, equipment, staff, buildings, full properties, etc. are all useful. We easily need hundreds of photos per year.

# **Permissions/Rights**

Do not shoot the general public facing camera. If identifiable, can only use blurred. Backs and sides are okay. With an employee knowingly appearing in a photo, there is implied consent as there is no reasonable expectation of privacy. But a recorded consent video is still better. If possible, get employee consent on video by asking "Can I take pics to use for CAM marketing?" Get employee's full name on recording.

#### **Format**

In general, horizontal is better. Deciding horizontal or vertical format depends on the distribution medium. Horizontal is best for web, email, YouTube, Facebook, and LinkedIn. Vertical is accepted on many social media sites.

# **Cropping/Closeup**

Wide, full shots are best. They can be cropped or zoomed during editing. Sometimes the same photo is needed in multiple dimensions, so a wide shot is preferred.

# **Photo Quality**

Most cell phones take high quality photos. The problem is that the quality goes way down when a photo is transferred via text message. Use hard wire cable, email, or online photo storage to share. Photos above 3 MB are ideal (plus allows more editing and cropping flexibility).

Send images and videos for review and approval to "Cord Media - CAM Social Media" <a href="mailto:camsocialmedia@cordmedia.com">camsocialmedia@cordmedia.com</a>

#### Day Porter Ideas (anything symbolic)

Daytime
High Public Visibility
Equipment in Use
Supply Cart
Professional Interaction
Uniformed Staff
Masked & Unmasked

Photographer's Choice

Entryways & Lobbies High Traffic Zones Workspaces Storefronts Common Areas Restrooms Trash Collection Floor Care (Marble/Carpet/Wood) Graffiti & Vandalism (Before & After) Illegal Dumping (Before & After) Transient Encampments Wide Shot Showing Business Type

### Landscaping (anything symbolic)

Uniformed Staff at Work Masked & Unmasked Equipment in Use Equipment Not in Use Before or After Any Service Provided CAM Vehicles Wide Shot Showing Business Type Photographer's Choice Tree-Trimming Mowing Irrigation Pest Control Mulching

Landscape Design Landscape Construction

New Planting Seasonal Floral Water Audits Sprinkler Repairs Turf Removal / Sod

#### Janitorial (anything symbolic)

Equipment in Use
Equipment Not in Use
Supply Cart (Attended/Unattended)
Janitor Supply Closet
CAM Vehicles
Building Exterior (wide shot)
Photographer's Choice
Personal Protective Equipment in Use
Spray Cleaners/Wipes/Clothes in Use

Cleaning Doors
Wiping Surfaces
Cleaning Hand Rails
Floor Care (marble/carpet/wood)
Mop on Floor/Mop in Bucket
Mopping Different Floor Types
Carpet Cleaning
Floor Buffing

Restrooms Elevators Doors Lobbies Public Seating Trash Collection Graffiti Cleanup

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# Pressure Washing / Steam Cleaning (anything symbolic)

Steam Cleaner Pressure Gauge Different Business Types Before / After / In Progress

Equipment

Buildings
Walls
Rollup Doors
Floors
Entryways
Windows

Windows Parking Areas
Masonry Garages
Facades Trash Areas
Awnings Graffiti

Columns

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#### Parking Lots (anything symbolic)

Sweeper Trucks Vacuum Trucks Vehicles from All Sides Vehicles in Use Vehicles in Garage GPS Tracking

Electronic Service Records Before / After (Same View)

Handheld Blowing Pan & Broom

Parking Lots Pressure Washing Roadways Steam Cleaning

Sidewalks Asphalt & Concrete Repair
Pickup Zones Slurry Sealing

Slurry Sealing Restriping Curb Painting Handicap Stenciling Bollard Installation

Signage

**Fixtures** 

**High Areas** 

Sidewalks

**Patios** 

Barriers Drainage Work Lighting Repair

#### Trash Chute Services (anything symbolic)

Dirty Trash Chute Clean Trash Chute Installation Process Maintenance Repair Sharp Metal Trim (Needs Repair) Broken Handles (Needs Repair) Damaged Hinges (Needs Repair) Loose Doors (Needs Repair) Framing & Trim Set Side & Bottom Hinges

Door Panel

Closures & Handles Manual Doors Automated Doors Secure Closures

**Custom Vertical Shafts** 

Multi-floor Deceleration Tracks

Fire Shutter Doors Chute Ventilation

**Chute Support Structures** 

Chute Ductwork Garbage Bin Area Type of Property Building Exterior

# **COVID-19 Enhanced Cleaning** (anything symbolic)

**Crew Members** Personal Protective Equipment (PPE) Cleaning Equipment **Green Cleaning Solutions Cleaning Cart** X High Traffic Zones **Entryways** 

**Building Lobbies** Office Lobbies

Workplaces Service Areas **Escalator Handrails Frequent Touch Points Employee Cubicles Public Restrooms** Trash Collection Areas X Electrostatic Anti-Virus Fogging

270°F Steam Cleaning

Wider Dispersal Patterns **EPA Approved Disinfectants** Same Day Incident Response Sanitized Space Sign (Sidewalk Sign) Sanitized Space Sign (Door Sticker) Sanitized Space Sign (Window Sticker) Sanitized Space Sign (Table Sign)

# ADA Remediation & CASp (anything symbolic)

Type of Property/Business **Building Exterior Building Interior CASp Inspector** 

CASp Inspector's Equipment

**CASp Inspection** 

Survey

Certification **Retrofit Assessment Retrofit Construction** 

Parking Spaces, Striping and Signage Curb & Sidewalk Wheelchair Access Ramps Asphalt Stall Leveling Paths of Travel Compliance Handrail Installation

Hall, Lobby and Restroom Retrofit

Uneven Surfaces on Travel Path Parking Signage, Faded Paint, or Slope Interior Flooring Surface or Slope Door Hardware, Threshold, Kick Plate Loading Zones and Van Access **Curb Ramps or Entrance Ramps** 

Access Height (Counters/Bars/Tables)

#### **Drone Inspections** (anything symbolic)

Drone Video Footage Online Video Access Screenshots Drone **Drone Remote Drone Screen Display Drone Operator** 

Thermal Drone Imaging

Thermal Drone

Sky High Visuals **Rooftop Closeups Solar Panels Rooftop Utilities Rooftop Water Puddles Rooftop Encampments** Rooftop Damage/Repairs Signage Inspection

**Aerial Building Fronts** Rear Walls **Broken Upper Windows** Window Board-ups **Alleys Perimeter Sweeps Under-Inspected Areas** 

**Unoccupied Buildings Homeless Encampments** Hazardous Areas Access

# Commercial Handyman (anything symbolic)

Work Crew Tenant Improvements
Vehicles Facility Repairs
Tools Vacancy Prep
Sign Hanging/Removal

Painting Ceiling Tiles Fascia Repair Post-Construction Cleanup Hauling of Illegal Dumping Graffiti & Vandalism Repair

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# Stormwater Management (anything symbolic)

Any Symbology Photo of Permits

Stormwater System Designs

Schematics

**Construction Equipment** 

Equipment Engineers

Flooded Drains Working Drains Dry Drains Flooded Areas Storm Water Runoff Water Treatment Systems

Sediment Erosion

Waste Discharge

Graywater Systems
Green Infrastructures
Independent Storm Systems
Site Evaluations and Reports

Municipal Sep. Storm Sewer Systems

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### **Construction Services** (anything symbolic)

Work Crew Vehicles Tools Blueprints Hardhats Construction Sites ADA Remediation Facades Fascia Repair Slurry Seal Coat
Restriping and Stenciling
Concrete Car Stops
Rollards

Bollards Pot Holes

Dumpster Enclosures Post-Construction Cleanup Hauling of Illegal Dumping Graffiti & Vandalism Repair

# Anything New (anything symbolic)

Escalator Handrail Cleaning System Fogging (may also need for future) Restaurant Buildouts New Office Designs Staff Working at Offices