

Vacation Rentals

THROUGHOUT THE HOME

Report if the smoke and carbon monoxide detectors are beeping

Check for personal belongings left in rooms/Report if possibly left by guests

Check locks and close entry doors (report if battery warning on)

Dust all AV vents, grids and fans – test A/C and fans

Set thermostats to the agreed-upon temperature for an empty house or an upcoming arrival

Check and clean all Windows (interior) – close and lock all Windows before leaving

Check for pest control Service needs

Check for stains on carpets, rugs, furniture or curtains

Discard magazines that are older than 6 months

Discard paper plates, plastic cups, plastic cutlery, and paper/plastic bags

Walk through and check the home is not only clean, but staged (“hotel standard”)

Take photos of each room and patio once service completed

Disinfect high-touched surfaces such as handles, doorknobs and counters

KITCHEN

Load, run and empty dishwasher; clean any dirty dishes and dishwasher rim

Discard any leftover food; donate if seal unbroken

Remove trash and recyclables; clean and sanitize trashcan and replace trash bags

Clean and disinfect counters, cabinets, tables and chairs

Clean, scrub and sanitize sinks and backsplashes

Clean range top and wipe inside of oven

Clean and disinfect appliances (interiors and exteriors), including the inside of toaster oven, microwave, coffee maker and phone

Empty and clean inside and outside of refrigerator and freezer (check ice quantity and quality)

Wash floor (sweep and mop)

Wipe down Windows and windowsills

Refill soap dispenser

Put out clean dishtowels, linen, napkins and a new sponge

Ensure all dishes, utensils, pots and pans are clean and arranged in a visually appealing way

Clean and disinfect flatware, tableware, glasses and mugs

BEDROOMS

Change sheets and pillowcases – “hotel standard” bed making

Check for wear and tear and clean/replace mattress pad, pillows, pillow protectors, sheets and blankets

Vacuum floor and under beds

Remove trash and clean trashcans

Check for personal belongings or trash left in drawers, closets, under the bed, behind the headboards and behind nightstands

Dust windowsills and ledges

Dust furniture, knick-knacks, ceiling fans, blinds, windowsills, and clean mirrors

Ensure clocks are on correct time and outlets are available for phone charging

Clean and disinfect stereos, game systems, TVs and remotes

Ensure closets are stocked with appropriate number of hangers, floor fans, humidifier (if applicable), extra clean blankets and pillows in plastic storage bag/bin

Wash linens at highest temperature and dry completely before storing

LIVING ROOM

Clean and disinfect stereos, game systems, TVs and remotes

Ensure welcome sheet/book is in visible place and is in good condition

Sweep, vacuum and mop floors/carpets as applicable

Check under cushions and couches for debris and other items

Clean and straighten decor like pillows, blankets, etc.

Dust windowsills and ledges

Dust and clean furniture, blinds, picture frame, knick-knacks, ceiling fans and lamps

Make sure all board games, movies and books are in good condition and neatly organized

Wash Windows (interior) and sliding glass doors

If applicable, check fireplace has no ashes and firewood is neatly stacked

GARAGE

Dispose of all trash and recycling

Sweep

Ensure all owner items stored in the garage are secured

BATHROOMS

Clean, scrub, disinfect and sanitize showers, bathtubs, vanity, sink and backsplashes

Clean mirrors

Clean and sanitize toilets (inside, outside, under the front, around the base and behind)

Sweep and mop floors

Wash tile walls

Remove trash and clean trashcans

Replenish soap, bathroom liquids and amenities

Replenish toilet paper (2 extra rolls under the sink)

Set clean towels and shower mat – “hotel standard” staging

Check for wear and tear or stains on towels

Ensure shower curtains or doors are free of mold and water spots

Wipe down Windows and windowsills

Clean dust and debris on vents and fans

Clean and place hair dryer neatly under sink or in a drawer

Ensure tissue box is sufficiently full

Clean out drawers and cabinets

LAUNDRY AREA

Be sure washer and dryer are empty, clean out lint trap

Wipe down machines (including seal areas) and leave open

Wash floor (sweep or mop)

Remove trash and clean trashcans

Ensure a laundry provisions are stocked (i.e., laundry detergent, dryer sheets or fabric softener)

Ensure iron, ironing board and distilled water is in place

OUTDOOR SPACE

Sweep porch and dust off entry door

Wipe off patio set and straighten, ensure cushions are in good condition and are out for upcoming guests

Wipe down BBQ grill, ensure grilling tools are clean, and that there is enough propane oil (if applicable) for upcoming guests

Ensure all outdoor lights are functioning

Walk around the property to make sure all cigarette butts and pet scat have been removed