## Vacation Rental Checklists

# SHOP

#### INVENTORY | CLEANING | MANAGING

- Main Area Inventory Checklist
- Full Cleaning
  Checklist

- Kitchen Inventory Checklist
- Frequently Touched Surfaces Checklist

- Bedroom
  Inventory Checklist
- Pre-Stay Final Walk-thru Checklist

- Bathroom
  Inventory Checklist
- Guest Check-Out Instructions

Other Areas
Inventory Checklist



## Kitchen

#### SHOP NOW

## **INVENTORY CHECKLIST**

APPLIANCES	ESSENTIALS
Full size refrigerator and freezer	House, trash and check-out instructions on fridge
Oven with stove top burners	Welcome Guide on counter
Dishwasher	Trash and recycle can
Microwave	Starter dish and hand soap
☐ Toaster/Toaster Oven/Air Fryer	Starter dishwasher tablets
☐ Crock pot	Starter trash bags
Coffee Drip and/or Keurig	Fresh sponge for every check-in
Blender	Measuring spoons
☐ Tea kettle	Nut/seafood crackers
Wine fridge	Rubber spatula/ladle/tongs
☐ Ice maker/ice trays	Stainless steel whisk
	Serving spoons
COOKWARE	Pitcher
	Colander
Pyrex dishes	☐ Vegetable peeler
Baking dish	Gravy bowl
Large casserole dish	Sugar bowl
Cookie sheet	Can/bottle/wine opener
Sauce pans with lids (different sizes)	☐ Wine stoppers
Skillets (different sizes)	☐ Hot pad
Lobster/crab pot with lid	Cutting boards
	Dish rack
DINNERWARE	Koozies
— Diagraphia	lce cream scooper
Dinner plates	Starter coffee or K-cups
Salad plates / salad bowl	Coffee filters
Soup/cereal bowls	Powdered non-dairy creamer
Flatware (forks, spoons, butter knives)	White sugar packets (variety)
Large serving platter	Basic spices; garlic salt, basil, salt, pepper
Pairing knife Roast knives	Napkin holder
Steak knives	Salt and pepper shakers
	Can opener
<ul><li>Water glasses</li><li>☐ Coffee mugs</li></ul>	☐ Measuring cup
Wine, martini, whisky glasses	
Fruit bowl	20
I I I I I I I I I I I I I I I I I I I	

## Main Areas





#### LIVING ROOM

- Sofa and Loveseat
- Side chair(s)
- Couch pillows
- Living room rug
- Coffee table
- End tables
- Sofa blankets
- Smart TV
- ☐ TV remote
- Curtains
- Wall decor
- Coasters
- Ceiling fan



#### **DEN/GAME ROOM**

- Sleeper sofa
- Sofa pillows
- Rug
- Coffee table
- End tables
- Sofa blankets
- Smart TV
- TV remote
- Curtains
- Wall decor
- Coasters
- Smart TV
- ☐ TV Remote
- oxdot Gaming system such as PS4
- Gaming controllers
- Board Games
- Puzzles
- Deck of cards
- Dice



## Bedrooms

#### **INVENTORY CHECKLIST**



_	_				
=-		_			II V
			$\mathbf{U}$	$\mathbf{U}$	

- Bed
- Mattress
- Bureau/Chest
- Nightstands
- Bed lamps
- Smart TV
- TV remote
- Alarm clock
- Charging stations
- Clothes hangers
- Full length mirror
- Rug
- ☐ Window treatments
- Wall decor
- Artifical plant
- Jewelry storage
- Hamper
- Ceiling fan

#### **BEDDING**

- Clean, comfortable mattress
- Waterproof mattress pads
- Bed bug encasements for mattresses
- Bed bug encasements for box springs
- Clean pillows
- Clean pillow covers
- Comforter/quilt
- Blankets
- Decorative pillows





### Bathrooms

#### **INVENTORY CHECKLIST**



#### **VANITY & SHOWER**

- Tooth brush holder
- Soap holder
- ☐ Hand soap
- ☐ Bath towel rack
- ☐ Hand towel rack
- Robe hooks
- Make-up mirror
- Shampoo caddy
- Shower chair/stool
- Hair dryer
- Decorative tissue box
- Trash can
- Plunger
- Toilet brush
- ☐ Wall decor

#### IF LINENS INCLUDED

- Beach towels
- Bath towels
- Hand towels
- ☐ Wash rags
- ☐ Make-up towels
- Bath mat
- Dish towels
- ☐ Dish cloths

#### **MISCELLANEOUS**

- Shower curtain
- All purpose spray cleaner
- Disinfectant wipes
- Toilet bowl disinfectant
- Мор
- ☐ Bathroom scrubber
- Two rolls of toilet paper per bathroom
- ☐ Bath rugs
- Window treatments if applicable





## Other Areas





LAUNDRY AREA	GARAGE/STORAGE
<ul><li>Washing machine</li><li>Dryer</li><li>Laundry detergent starter</li><li>Fabric softener sheets starter</li></ul>	Beach chairs Beach umbrella(s) Beach caddy Beach cooler(s) Beach games
CLEANING SUPPLIES	Hose Trash bins
<ul><li>Vacuum cleaner</li><li>Dust pan and broom</li></ul>	<ul><li>Outdoor dustpan and broom</li><li>Bicycles</li></ul>
<ul><li>Swiffer Wet Jet or mop/bucket</li><li>Rug and upholstery cleaner</li><li>All purpose cleaners</li></ul>	SECURITY
<ul><li>Windex</li><li>Floor cleaner</li><li>Bathroom cleaner</li></ul>	Garage door keypad Garage door remote Exterior door smart locks
MISCELLANEOUS	☐ Fence locks ☐ Outdoor cameras installed at all entrances ☐ Smoke/carbon monoxide detectors in all room ☐ Fire extinguisher in kitchen (certified yearly)
Coat rack Shoe holder Umbrella holder	OUTDOOR SPACES
<ul><li>☐ Iron and ironing board</li><li>☐ Extra batteries</li><li>☐ Extra bulbs</li></ul>	<ul><li>Table and chairs</li><li>Chaise loungers</li></ul>
Rental license	Adirondack chairs  Fire pit  Hot tub



Doormats Shower