



1) POST-GUEST INSPECTION

- ☐ Inspect Unit - Take Photos of Any Damage/Breakage
- ☐ Check For and Secure Any Personal Items Left by Guests
- ☐ Check For Any Linen Damage/Staining
- ☐ Start Laundry (Sheets, Pillow Covers, Duvet Covers, Blankets, Towels)
- ☐ Start Dishwasher
- ☐ Begin Cleaning - Based on Property Specific Checklist

2) TURNOVER CLEANING

KITCHEN

- ☐ Empty Trash Cans
- ☐ Clean Dishes in Dishwasher
- ☐ Clean Oven, Microwave, Fridge (Inside/Out)
- ☐ Wipe Down Small Appliances (Toaster + Coffee Maker) and Underneath
- ☐ Clean Stovetop, Countertops & Backsplash
- ☐ Scrub & Disinfect Sinks + Faucets
- ☐ Cabinet Fronts Wipe Down
- ☐ Table & Chairs Wipe Down
- ☐ Polish Stainless Steel
- ☐ Sweep & Mop Floors

- ☐ Put Out Clean Dish Towel
- ☐ Empty Fridge of Anything Opened/Expired Except Condiments
- ☐ Ensure Dishes/Silverware Are Clean
- ☐ Presentation of Kitchen Items is Correct (Mugs, Cups, Forks, etc.)
- ☐ Refill Paper Towel, Dishsoap, Coffee, Tea

STAGING

BATHROOMS

- ☐ Empty Trash Cans
- ☐ Showers & Tubs Clean & Disinfect
- ☐ Sinks & Faucets Clean & Disinfect
- ☐ Toilets Disinfect Inside/Out
- ☐ Soap-dish & Countertop Items Wipe Down
- ☐ Vanity Exterior Wipe Down
- ☐ Mirrors Clean
- ☐ Sweep & Mop Floors

- ☐ Wash/Reset Bath Mats
- ☐ Crease Toilet Paper End
- ☐ Set of towels laid out (per guest)
- ☐ Refill: Toilet Paper, Hand Soap, Shampoo, Conditioner, Shower Gell, Soap, Tissues, Q-Tips/Cotton Pads

STAGING

BEDROOMS & LIVING AREAS

- ☐ Remake Beds With Clean & Stain-Free Linens
- ☐ Empty Trash Cans
- ☐ Dust Window Ledges, Blinds, Ceiling Fans, Bed Frame, Pictures, Lamps
- ☐ Streak-free Shine Glass Tabletops & Night Stands
- ☐ Mirrors Clean
- ☐ Vacuum Carpets & Rugs
- ☐ Sweep & Mop Floors
- ☐ Sliding Doors (Glass) Clean Inside/Out
- ☐ Couches & Cushions Vacuum
- ☐ Washer & Dryer Exteriors Wipe Down

- ☐ Check Closets, Under Beds, and Drawers For Personal Items Left Behind
- ☐ Presentation Is Key: Organize Pillows, Chairs, Blankets, etc.
- ☐ Patio/Outdoor Space: Make Presentable w/ Light Cleaning, Sweeping, & Furniture Arrangement

3) FINAL CHECK (Is the home as presentable as it can be for our next guests?)

- ☐ No Obvious Uncleaned Areas (Crumbs, Dust, Hair, Marks on Walls and Floors, etc.)
- ☐ Dishwasher is Empty
- ☐ Dishes Are Put Away In Appropriate Places
- ☐ Proper Amount of Towels Laid Out in Bedroom, Bathroom, Kitchen
- ☐ Beds Are Lint and Hair Free
- ☐ Bedroom Doors Are Open
- ☐ Trash Emptied From Every Receptacle and Replaced With New Trash Bag
- ☐ Windows and Exterior Doors Are Locked
- ☐ Household Consumable Supply Levels Are Full
- ☐ All Lightbulbs Are Working
- ☐ AC Reset to Required Temperature
- ☐ Front and Back Yard is Clean and Free of Debris

All Services Include:

- ☐ Automated Scheduling
- ☐ Easy Payments
- ☐ Constant Feedback
- ☐ Seamless Communication
- ☐ Frequent Service Inspections
- ☐ Property Specific Checklists
- ☐ Service Guarantee

Additional Services:

- ☐ Ordering Supplies
- ☐ Monthly, Quarterly, Annual Home
- ☐ Inspections
- ☐ Trash Can Removal
- ☐ Light Handyman Services
- ☐ Personal Check-In Support
- ☐ Concierge Services
- ☐ Carpet Shampoo & Cleaning
- ☐ Exterior Window Cleaning
- ☐ Excess Trash Removal