

AIRBNB CHECK LIST

1. INSPECTION

Report any belongings left behind by guest to the owner/manager.

Report any property damage noticed to owner/manager

1. CHANGE LINEN & TOWELS

Strip used linen, bed sheets, towels, bathmats and tea towels. Replace with fresh.

Wash and dry linen and towels if requested

2. CLEAN KITCHEN

Wash and put away any dishes.

Empty dishwasher.

Check other appliances are empty, clean and functional.

Check fridge – remove anything left behind by guests, wipe any spills, restock if required.

Wipe down all kitchen benches.

Clean sink, taps.

Empty bins.

3. CLEAN BATHROOM

Sanitise and clean toilet.

Clean sink and mirrors.

Spot clean shower: depending on how long your guests stayed, you may only need to wipe over the shower for most cleans and give it a deeper clean periodically.

Scrub glass shower screen and dry.

Check drain holes.

Empty bins.

4. RE-STOCK CONSUMABLES

What you choose to leave for your guests is up to you, but typically this would include:

tea, coffee, paper towel, bin liners, cling wrap, dish soap, sponges, facial tissues, toilet paper, hand soap, shampoo and conditioner, body wash.

5. DUST, TIDY, RESET

Spot dusting throughout: wipe down tables, surfaces, light switches and skirting boards.

Make sure all lights are working (keep some spare light bulbs handy!), taps aren't dripping or leaking, fans, air conditioning and heaters work and maybe keep a lamp on for your late check-in guests!

Tidy & reset: stack magazines, plump up cushions, straighten rugs, arrange décor items, leave out guest information booklets.

6. SWEEP, VACUUM AND MOP

Depending on the type of floor you have, how dirty it is and how long your guest stayed, you may only need to spot vacuum or spot mop the floors.

If you have any outdoor areas, sweep up dirt, debris, leaves etc so your porches, balconies and outdoor entertaining areas are neat and tidy, and dirt isn't tracked into the house.

7. GUEST READY FINISHING TOUCHES

This might include any extra touches you leave for your guests, such as chocolates, wine, flowers, bread & cheese or vouchers.

If you have a welcome board, get that set up with the guests' names.

Check keys are returned and ready.

*** For anything in addition to the above please refer to cleaning info or enquire**

AIRBNB CLEANS	Price
1 Bed 1 Bathroom	\$130
2 Beds 1 Bathroom	\$150
3 Beds +	Quote required
Weekend surcharge applies*	
Rates include linen and towels washed and dried*	