

Caldwell Heritage LLC

We know all of our partners needs are different and we cater to yours specifically.

We give you peace of mind and host 100%

Caldwell Heritage takes 15% of all bookings for 1 and 2 bedrooms, 18% for 3+ bedrooms and 100% of cleaning fees

Our services are:

Create a catchy listing title, writes descriptions, arrange and pay for professional photos, photo descriptions and price competitively.

Will be primary point of contact for guests.

Respond promptly and professionally to all guest inquiries, and confirmed bookings.

Communicate proactively with guests to ensure any concerns are known and addressed.

Screen guests for intention with property, if pets are present, and if amount of folks staying are within our parameters.

Ensure all calendars are immediately updated with any new booking or booking changes or blocked out dates.

Maintain the calendar and rates for the listing. Frequent market analysis and adjust rates as necessary.

We will collect any additional fees from guests.

Communicates and arranges for cleaning and laundry services.

Will ensure with the cleaning crew that amenities are well stocked and ready for next guests.

Review each guest on Airbnb post-departure, and encourage guests to review the property/host.

Create a Welcome Book with local information and house manual.

Inspect and quality control the property between guest rentals biweekly and immediately report any maintenance or repairs needed to Owner.

We will obtain and hold the properties Short Term Rental Permit with the City of Albuquerque under the Caldwell Heritage profile. Homeowner, however, is required to obtain a floorplan with dimensions on the property, and a business license with the address tied to the rental address.

We will maintain our business license, insurance policy, obtain and renew permits accordingly and report all lodging and sales taxes to the City of Albuquerque through the Munirevs website for this property.

Assist with scheduling, and be present to supervise, any contract work that must be done when Owner cannot be present.

Will provide receipts to Owner for any reimbursements if Host purchased amenities for inventory.

If guests leave something behind we ship it back to them.

Will report the properties landscaping condition to owner and make recommendations for any needed upkeep

Will frequently check furniture for stability and ensure its safe

If guests lock themselves out at 1am, we are on our way!

We take care of weekly trash, by placing it out for pick up and putting it away.

What Property Owners are responsible for:

Promptly address any maintenance or repair need reported by Host and coordinate times for repairs.

Obtain Host's consent before scheduling any such work that must be done when Owner cannot be present. This is to prevent guests being interrupted during their stay.

Provide Host with a business-use credit card for incidental expenses required to keep guests comfortable and happy. Or will reimburse Host for any costs the Host may need to pay should a business card not be provided.

Pay for guests amenities such as the shampoo, conditioner, body wash, snacks, coffee, sugar, creamer, toilet paper, paper towels, hand soap, sponges, sheets, comforters, pillows, and towels.

Provide Host with a key to Owner's garage for storage of supplies.

Keep electricity, gas, water/trash, property tax, and property insurance payments current.

Will pay for the initial deep clean on the property.

Will pay for furnishings, decor and amenities.

Will pay for set-up if using Caldwell Heritage for these services.

Maintain a Short Term Rental umbrella liability insurance policy under the home.

Will need to start their own Host account with Airbnb and then add Caldwell Heritage as their Primary Co-Hosts.

We also can furnish your home for you!

We can design/set-up your whole home or just a room or two you dont quite know what to do with.

We bring maximal interest into your home with comfort, and design that make your home stand out!

We can order, shop, or anticipate deliveries for your home.

We can assemble furniture, hang art work, arrange furnishings, home necessities and guest amenities.

We charge per room for assembly and set up.

Each Bathroom Setup \$50 per bathroom

Each Bedroom Setup \$400 per bedroom

Living Room Setup \$400

Kitchen and Dining Setup \$400

Each Outdoor Space \$150

Furniture Storage Hold \$250

Blind/Curtain Install \$30 per window

Smart Lock Install \$50