



Air BnB Cleaning & Task

ENTIRE HOUSE

CHECKLIST



First things First

- Open windows to air out all spaces.....
- Put CCTV on charge (if applicable)
- Put all used towels and bed-linen in the wash

Bedrooms

- Strip, and change all bed linens
- Fluff pillows and arrange neatly
- Wipe down nightstands, lamps, and surfaces.....
- Check under beds and inside drawers for left-behind items
- Empty bins and replace liners.....
- Vacuum/mop floors, including under furniture.....
- Ensure windows and mirrors are streak-free.....

Kitchen

- Anti-bac wipe down of workops, cabinets, and backsplash.....
- Clean sink and faucet (remove limescale if needed)
- Wash and put away dishes (check dishwasher)
- Check for crumbs etc on kitchen island seating
- Empty and clean the fridge (remove old food).....
- Use anti-bac cleaner to wipe down appliances (microwave, oven, kettle, toaster, air-fryer, fridge/freezer doors etc).....
- Refill coffee, tea, sugar, and other essentials.....
- Take out the trash and replace the liner.....
- Clean electric fly-killer (if applicable).....

Living-room, Dining-room/area

- Dust all surfaces, including furniture, picture frames and shelves.....
- Wipe down remote controls and light switches
- Vacuum/mop floors and rugs
- Fluff cushions and arrange neatly
- Check for stains on sofas and seating pads and spot clean & anti-bac spray if necessary
- Ensure entertainment systems (TV, WiFi) are working...

Utility Area

- Empty condenser on tumble dryer (if applicable) and remove fluff from filter
- Wipe down doors on dryer and washing-machine

Entryway & Outdoor Spaces

- Hoover and mop the entrance area
- Wipe down door handles and keypads
- Remove any trash, clutter and/or weeds from patios/balconies.....
- Clean barbecue (if applicable).....
- Wash or steam mop door mats
- Wipe down (and cover or accessibly store away) patio seat pads
- Check garden for dog mess (if applicable)

Final Checks

- Water plants throughout house
- Set the thermostat to a comfortable temperature for incoming guests or turn off if house if necessary.....
- Leave a welcome note or small treat for guests (optional).....
- Take photos of all rooms when clean
- Ensure all windows are closed once cleaning is finished
- Ensure house is fully secure and all external doors are locked prior to departure.....
- Spray whole house with preferred room scent

Restock List

- | | |
|---|--|
| Dishwasher tablets..... <input type="checkbox"/> | Lightbulbs <input type="checkbox"/> |
| Rinse Aid..... <input type="checkbox"/> | Batteries <input type="checkbox"/> |
| Laundry detergent..... <input type="checkbox"/> | Bathroom & kitchen cleaning sprays..... <input type="checkbox"/> |
| Foil <input type="checkbox"/> | Toilet bowl cleaner <input type="checkbox"/> |
| Washing-up liquid..... <input type="checkbox"/> | Antibac furniture spray..... <input type="checkbox"/> |
| Hand soap..... <input type="checkbox"/> | Toilet paper <input type="checkbox"/> |
| Kitchen roll <input type="checkbox"/> | Bin Liners (small and large) <input type="checkbox"/> |
| Anti-bac/disinfectant liquid cleaner <input type="checkbox"/> | |

Helpful Tips for Hosts & Cleaners:

- Regularly check carbon monoxide and heat detector alarms are working.
- Ask that guests use foil when cooking in all appliances, except microwave.
- Ask that guests use foil when cooking on barbecue
- Ask that guests cover all food cooked in microwave
- Ask that guests remove shoes when entering house (provide shoe rack).
- Only replace towels according to number of guests as you will find that however many towels you leave out, ALL will be used!
- Supply spare electric radiators in case of heating issues
- Make sure there is a torch handy in case there are electricity blackouts or issues.
- Ensure you have emergency home cover on your house insurance

