

Guest turnover checklist

- ☐ Strip and remake beds with fresh linen
- ☐ Fresh towels and bath mat
- ☐ Bathroom cleaned and restocked
- ☐ Kitchen cleaned; dishwasher emptied
- ☐ Fridge emptied of guest items
- ☐ Floors vacuumed and mopped
- ☐ Bins emptied
- ☐ Consumables restocked (soap, tea, paper)
- ☐ Damage or missing items noted
- ☐ Final walk-through and photos

Notes
