

Vacation-rental turnover checklist

checkout at 11 • check-in at 4 • everything in between



The turnover we run between checkout and check-in. Use it yourself, give it to your cleaner, or book ours. Everything is done with your linens and your supplies.

Arrive and check

first 5 minutes

- ☐ Photograph damage, stains or left-behind items before touching anything
- ☐ Lost and found bagged, labelled and reported to you
- ☐ Note anything broken or missing in the turnover report
- ☐ Check the fridge, oven and closets for guest leftovers

Strip and laundry

on-site laundry +\$25

- ☐ Beds stripped, mattress protectors checked
- ☐ Used towels, bath mats and kitchen towels collected
- ☐ Laundry run on site, or bagged for your linen service
- ☐ Fresh sets pulled from your linen closet

Kitchen

guest-ready

- ☐ Dishes washed, dried and put away; dishwasher emptied
- ☐ Counters, sink, stovetop and backsplash
- ☐ Microwave inside, coffee maker emptied and rinsed
- ☐ Fridge cleared of guest food and wiped
- ☐ Trash and recycling out, new bags in

Bathrooms

the reviews live here

- ☐ Toilet, shower or tub, glass and sink cleaned and disinfected
- ☐ Mirror and fixtures polished, hair check on every surface
- ☐ Fresh towels staged the way you like them
- ☐ Toilet paper, soap and shampoo topped up from your supply

Bedrooms and living

every room

- ☐ Beds made with your clean linens, pillows set
- ☐ Closets and drawers checked empty, hangers set
- ☐ Surfaces dusted, remotes wiped and placed
- ☐ Under beds and sofa cushions checked
- ☐ Floors vacuumed and mopped

Lock up and report

before check-in

- ☐ AC set to your setting, lights off, blinds as listed
- ☐ Sliders and doors locked, key back in the lockbox
- ☐ Photo of every room texted to you when it's guest-ready
- ☐ Low supplies and any damage listed in the same text

Host setup sheet

fill it in once, hand it to your cleaner



Fill this in once and send a photo of it to whoever cleans your rental. Never write lockbox or door codes on paper; text them.

Property basics

fill in

Property / unit

Checkout time

Check-in time

Lockbox location

Linen closet

Supply closet

AC setting

Trash and recycling

Wi-Fi card location

Maintenance contact

Restock list

your par levels

Item

Keep stocked

Where

Toilet paper

Paper towels

Hand soap / dish soap

Dishwasher pods

Trash bags

Coffee / filters

Shampoo / body wash

Spare linen sets

House rules for the cleaner

your notes

Sandline weekend turnovers

1 bedroom \$90 • 2 bedrooms \$120 • 3 bedrooms \$155 • on-site laundry +\$25 • same-day rush +\$25
 Saturday and Sunday turnovers between checkout and check-in, photos when it's guest-ready. Prices for typical homes by size. Your exact price is confirmed in writing before we start; heavy build-up or larger homes may cost more. No sales tax on home cleaning.