

Airbnb Cleaning Checklist

Before Guest Arrival

Date:

Notes:

General Cleaning:

- Dust all surfaces, including furniture and decor.
- Vacuum or sweep and mop floors.
- Clean windows and mirrors.
- Empty trash bins and replace liners.
- Check and replenish toiletries (toilet paper, soap, shampoo, etc.).
- Ensure all light bulbs are working.
- Wipeout washer and dryer.
- Disinfect the knobs, buttons, and doors on appliances.

Kitchen:

- Clean and sanitize countertops.
- Wipe down appliances (microwave, toaster, coffee maker, etc.).
- Clean and disinfect sinks.
- Check and clean the inside of the refrigerator.
- Clean stove and oven.
- Check and clean the inside of the dishwasher.
- Wash and store dishes and utensils.
- Throw out leftover food.

Bathroom:

- Clean and disinfect sinks, countertops, and faucets.
- Scrub and disinfect the toilet, including the handle.
- Clean the shower/tub, including the shower curtain.
- Clear the tub/shower drain from hair or blockages
- Replace used towels with fresh ones.
- Check and refill soap dispensers.

Bedrooms:

- Change bed linens and pillowcases.
- Clean under beds and between headboards (vacuum if needed).
- Vacuum carpets or clean floors.
- Dust furniture and surfaces.
- Check and replace any used or damaged hangers.

Living Areas:

- Vacuum or clean floors.
- Dust furniture, shelves, and electronic equipment.
- Vacuum all sofas and under furniture
- Disinfect light switches and all remotes
- Check remote controls and other electronics for functionality.
- Ensure any provided brochures or information are up-to-date.

After Guest Departure		
	Inspect for Damage:	
<input type="checkbox"/>	Check for any damage to furniture, walls, or other property.	
<input type="checkbox"/>	Report any significant damage to Airbnb and document with photos.	
	Laundry:	
<input type="checkbox"/>	Wash all linens, towels, and other fabric items used by guests.	
<input type="checkbox"/>	Replace any stained or damaged linens.	
<input type="checkbox"/>	Restock Supplies:	
<input type="checkbox"/>	Replenish toiletries, toilet paper, and other consumables.	
	Ensure there are enough cleaning supplies for the next cleaning.	
	Check Appliances:	
<input type="checkbox"/>	Confirm that all appliances are in working order.	
<input type="checkbox"/>	Replace any burnt-out light bulbs.	
	Key Exchange:	
<input type="checkbox"/>	If applicable, make sure spare keys or access codes are in place for the next guest.	
Periodic Deep Cleaning		
<input type="checkbox"/>	Deep Clean Carpets and Upholstery	
<input type="checkbox"/>	Schedule periodic deep cleaning for carpets and upholstery.	
	Appliance Maintenance:	
<input type="checkbox"/>	Clean filters in air conditioning units, heaters, and other appliances.	
<input type="checkbox"/>	Check for any signs of wear or malfunction in appliances.	
	Inspect Safety Features:	
<input type="checkbox"/>	Test smoke detectors and carbon monoxide detectors.	
<input type="checkbox"/>	Check fire extinguishers and replace if necessary.	
<input type="checkbox"/>	Make sure lockboxes are working and replace batteries if required.	