

Date: _____

Room Number: _____

Inspector: _____

Housekeeper: _____ Score: _____

Living Room:	H	M	O	Bathroom:	H	M	O
Entrance Door Lock Works & Clean				Smoke Alarm / Ashtrays (2)			
Safety Latch works / tight / Light turns on				Guest Directory (Commitment, Internet)			
DND sign on door, LAW Card on Door				Ice bucket and liner, Tray			
Clothes Rack Clean / Condition				Plastic wrapped cups (2 per bed)			
Iron / Board Present / IP / Clean				2 Chairs Clean / IP			
Regular hangers (6) / Skirt hangers (≥2)				Fridge Clean / Cold / Defrost			
Laundry bag / Ticket				Microwave Clean & Clock Set			
TV Clean / IP / Remote				Sink / Cabinets / Stove burners / hood			
All Surfaces (ns/drawers/credenza) Cln				Trash Can clean and in position			
Window clean / Ledge Clean				Coffee Maker Clean & Works			
All Drape Hooks & Rod Works / Blackout				Coffee Cups(2 per bed)/Condiments (2)			
AC works / clean / knobs / filter clean				Reg Coffee (1) / Decaf (1)			
Beds - tight / bedspread / skirt				Vanity area (bulbs / clean / chrome)			
Sheets - no stains / no hair / no tears				Forgot Something Tent Card - Green			
Pillows - 4 queen - 4 king - facing door				Face Soap / Bath Soap / Shampoo / Lot			
Telephone Clean / Plate / 25' Cord				Hair Dryer (Present / Works / Clean / IP)			
Pen - Pad - Bible - Phonebook - Green				Trash can clean and in position			
Alarm Clock set / IP				Bathroom Door (Clean / Hook / Stop)			
Lighting works / cord covers / seams / cln				Toilet Clean / Lid up / Seat tight			
No debris behind furniture				Shower Curtain Clean / Rod tight			
Room is odor-free				Tub Cln (walls/chrome/soap dish/head)			
All Pictures & Headboards Dusted				Toilet paper (2) - VIP / Facial tissue VIP			
Window & Mirrors Clean				Towels - Bath / Hand / Wash (2 per bed)			
Room Vacuumed Well				Bath Mat			
Walls Neat & Clean				Towel Racks Tight & Present			

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