

Airbnb Cleaning Checklist
This is a ready-made checklist template for you to keep organized and track all the tasks one-by-one. You can use the Status column to checkmark your completed tasks.

Category	Item Name	Priority	Assignee	Statu
ieneral Cleaning	Open windows to air out space	Medium		
eneral Cleaning	Dust all surfaces	High		
ieneral Cleaning	Vacuum carpets and rugs	High		
General Cleaning	Sweep and mop floors	High		
ieneral Cleaning	Empty trash bins	High		
General Cleaning	Clean light switches and doorknobs	Medium		
General Cleaning	Check for personal belongings left behind	Medium		
		Medium		
iving Room	Wipe down tables and shelves			
iving Room	Clean TV and remote controls	Medium		
iving Room	Fluff and arrange cushions	Medium		
iving Room	Straighten and tidy books and magazines	Low		
itchen	Clean countertops and surfaces	High		
litchen	Wipe down appliances	High		
litchen	Clean sink and faucet	High		
litchen	Empty and clean refrigerator	Medium		
litchen	Wash and put away dishes	Medium		
ïtchen	Empty dishwasher	Medium		
litchen	Check and restock kitchen supplies	Medium		
athroom	Clean toilet	High		
Bathroom	Scrub shower and tub	High		
Bathroom	Clean sink and mirror	Medium		
Bathroom	Replace used towels with fresh ones	High		
Bathroom	Replenish toiletries	Medium		
Bathroom	Empty and clean trash bin	Medium		
Bedrooms	Change bed linens	High		
Bedrooms	Make the bed	High		
Bedrooms	Dust nightstands and dressers	Medium		
Bedrooms	Vacuum or sweep floor	Medium		
Bedrooms	Check under bed for items	Medium		
aundry	Wash used towels and linens	High		
aundry	Dry and fold laundry	High		
aundry	Store clean linens properly	Medium		
Outdoor Areas	Sweep patio or balcony	Medium		
Outdoor Areas	Clean outdoor furniture	Medium		
Outdoor Areas	Check and empty outdoor trash bins	Medium		
inal Touches	Set thermostat to comfortable temperature	Medium		
inal Touches	Ensure all lights are working	Medium		
inal Touches	Leave welcome note for guests	Low		
inal Touches	Secure windows and doors	High		
inal Touches	Double-check for cleanliness	High		
	bouble-clieck for cleaniness	nigu		
IOTES & COMMENTS				