

A GUIDE BY ATX FRESHNCLEAN



AIRBNB CLEANING GUIDE

Essential Steps for Preparing Your Property



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01

GENERAL CLEANING PROCEDURES

GENERAL CLEANING PROCEDURES

1

Start Laundry First:

Begin with washing bed linens and towels, this allows cleaning to proceed while laundry is running.

2

Initial Inspection and Documentation:

Assess the cleaning needs of each room.
Take 'before' pictures for documentation.

3

Top-Down Cleaning Approach:

Start cleaning from higher surfaces and work downwards to prevent dust or dirt from settling on already cleaned areas.

4

Dusting:

Dust all surfaces, including furniture, window sills, ceiling fans and decor.

5

Trash:

Empty all trash bins and replace liners.

6

Restocking Essentials:

Replenish toiletries, paper goods, and kitchen supplies.

7

Linen Change:

Replace all bed linens and towels with fresh ones.

8

Floors: (Mop Last)

After dusting and cleaning all other areas, sweep, vacuum, and finally mop the floors. Mopping should be the last step to ensure floors are left clean and streak-free.

9

Final Inspection and Documentation:

Do a final walkthrough and make sure everything is clean, organized, and in its place. Take 'after' pictures for documentation.



02

TECHNOLOGY & SECURITY CHECKS

1

Charge Minut Detector, Front Door Lock, and Rings:

-Ensure all Minut noise detector, front door schlage and Ring devices are fully charged and functioning.



2

Internet Check:

-Verify that the internet connection is working properly.
-Reset or troubleshoot the router if necessary.



03

ROOM - SPECIFIC CHECKLIST

ROOM - SPECIFIC CHECKLIST



LIVING ROOM

- ✓ Vacuum sofas and chairs. Clean and polish any glass surfaces. Arrange decor and cushions neatly. Check and clean under furniture. Check for personal items left by guests in all drawers.
- ✓
- ✓
- ✓



ROOM - SPECIFIC CHECKLIST



KITCHEN

- ✔ Clean all countertops and surfaces. Wash and put
- ✔ away dishes. Clean appliances (microwave, fridge,
- ✔ oven, etc.). Check for any expired food items and
- ✔ throw out. Clean the sink and faucets. Refill soap
- ✔ dispensers. Restock Coffee, Creamers, other
- ✔ essentials
- ✔



ROOM - SPECIFIC CHECKLIST



BEDROOMS

- ✔ Ensure all furniture is dust-free and stain free.
- ✔ Check for personal items left by guests in all drawers.
- ✔ Make the bed with fresh linens.
- ✔ Clean mirrors and windows.



ROOM - SPECIFIC CHECKLIST



BATHROOM

- ✔ Disinfect the toilet, sink, and shower/tub.
- ✔ Clean mirrors and any glass surfaces.
- ✔ Restock toilet paper, soaps, and shampoos.
- ✔ Replace bath towels and floor mats.



ROOM - SPECIFIC CHECKLIST



OUTDOOR AREAS (IF APPLICABLE)

- ✔ Sweep patios and decks.
- ✔ Clean outdoor furniture.
- ✔ Clean grills/fire pit areas
- ✔ Check for any litter or debris.



ROOM - SPECIFIC CHECKLIST

SAFETY CHECKS

- Check smoke and carbon monoxide detectors.
 - Ensure first aid kit is fully stocked if there is one
 - Verify that fire extinguishers are accessible and not expired.
-

FINAL TOUCHES

- Adjust thermostat settings.
 - Leave a welcome note or guide for guests.
 - Lock all windows and doors.
-

POST-CLEANING

- Record any damages or issues.
- Update property manager or owner.
- Prepare for the next guest (stage towels and apartment decor).



Please make sure to read and follow the checklist to ensure thorough cleaning, organization, and functionality throughout the property, ensuring a comfortable and enjoyable experience for your guests.





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