**Condition of Common Stay Checklist**

|  |  |  |
| --- | --- | --- |
| Room # | **CONDITION ON ARRIVAL** | **CONDITION ON DEPARTURE** |
| **BATHROOM** |  |  |
| Floors & Floor Covering(s) |  |  |
| Walls & Ceilings |  |  |
| Counters & Surfaces |  |  |
| Window(s) & Screen(s) |  |  |
| Window Covering(s) |  |  |
| Sink & Plumbing |  |  |
| Bathtub/Shower |  |  |
| Toilet |  |  |
| Light Fixture(s) |  |  |
| Door(s) |  |  |
| Door Lock(s) & Hardware(s) |  |  |
| Towels (if provided) |  |  |
| Other |  |  |
| **BEDROOM** |  |  |
| Bed |  |  |
| Linens ( if provided) |  |  |
| Floor & Floor Covering(s) |  |  |
| Walls & Ceiling |  |  |
| Window(s) & Screen(s) |  |  |
| Window Covering(s) |  |  |
| Closet(s), including doors &  tracks |  |  |
| Lighting Fixture(s) |  |  |
| Smoke Detector |  |  |
| Door(s) |  |  |
| Door Lock(s) & Hardware |  |  |
| Other |  |  |

Notes

|  |  |  |
| --- | --- | --- |
|  | **CONDITION ON ARRIVAL** | **CONDITION ON DEPARTURE** |
| **COMMON ROOM** |  |  |
| Floor & Floor Covering |  |  |
| Walls & Ceiling |  |  |
| Door(s) |  |  |
| Door Lock(s) & Hardware |  |  |
| Lighting Fixture(s) |  |  |
| Window(s) & Screen(s) |  |  |
| Window Covering(s) |  |  |
| Smoke Detector |  |  |
| Fireplace |  |  |
| Other |  |  |
| **KITCHEN** |  |  |
| Floor & Floor Coverings |  |  |
| Walls & Ceiling |  |  |
| Door(s) |  |  |
| Door Lock(s) and Hardware |  |  |
| Window(s) & Screen(s) |  |  |
| Window Covering(s) |  |  |
| Light Fixture(s) |  |  |
| Cabinets |  |  |
| Counters |  |  |
| Stove/Oven/Range Hood |  |  |
| Refrigerator |  |  |
| Dishwasher |  |  |
| Sink(s) & Plumbing |  |  |
| Garbage Disposal |  |  |
| Smoke Detector |  |  |
| **OTHER AREAS** |  |  |
| Heating System |  |  |
| Air Conditioning |  |  |
| Stair(s) & Hallway(s) |  |  |
| Other |  |  |

Notes