SHORT-TERM RENTAL HOST ORGANIZER

Cabin & Vacation Rental Owner Planner

Property profile, turnover checklists, supplies, maintenance, guest log, income & expenses, seasonal tasks, listing copy notes and a pricing calendar for cabin and vacation rental owners

US Letter · Free sample

Property name

Address

Year / season

TURNOVER

Turnover Checklist: Cleaning

Guest checked out		Cleaner	
Next guest arrives		Date / time started	

Kitchen & living

- ☐ Dishes washed and put away; dishwasher emptied
- ☐ Fridge and freezer emptied and wiped; trash out
- ☐ Counters, stove, microwave, and sink cleaned
- ☐ Coffee maker and small appliances cleaned
- ☐ Floors vacuumed and mopped
- ☐ Furniture wiped; cushions and throws straightened
- ☐ Fireplace or wood stove cleaned; firewood restocked
- ☐ Windows, glass doors, and mirrors spot cleaned
- ☐ Trash and recycling emptied; new liners

Bedrooms & baths

- ☐ Beds stripped; fresh linens and made beds
- ☐ Under beds and in closets checked for left items
- ☐ Bathrooms scrubbed: toilet, tub / shower, sink, mirror
- ☐ Fresh towels, mats, and washcloths
- ☐ Toilet paper, soap, and shampoo refilled
- ☐ Hair and drains cleared
- ☐ Floors cleaned
- ☐ Used linens bagged and started in laundry
- ☐ Lights, fans, and heat set for the next guest

Outside

- ☐ Deck, porch, and steps swept; furniture arranged
- ☐ Grill cleaned; propane level checked
- ☐ Fire pit cleared; ash safely removed
- ☐ Hot tub: cover on, water tested, filters checked
- ☐ Trash cans emptied and secured
- ☐ Entry, key box, and house number checked

PRICING

Pricing Calendar

Month	Season / demand	Weekday rate	Weekend rate	Min. stay	Cleaning fee	Notes / events
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						

Base rate _____ Holiday premium _____

Last-minute discount _____ Weekly / monthly discount _____

Host tip: Review prices against comparable local rentals, your occupancy, and the booking window. Weekends and holidays book first; weekdays may need discounts or longer-stay offers.