



ThemsPro

Turnover Checklist

KITCHEN	• Empty Dishwasher and check for cracked plates, etc. • Place and arrange cleaned dishes and glasses nicely in the cabinet • Clean cabinets, appliances, sinks, tables, and chairs • Clean and sanitize countertops • Clean top, front, and inside of the oven* • Clean inside and outside of refrigerator and microwave • Clean overhead fan or vent • Clean inside of drawers • Clean toaster, coffee maker, kettle, blender, etc. • Take out the trash and replace it with a new bag • Re-stock perishables like coffee, tea, sugar, etc. (if provided - *consider our Re-Stocking Service as an add-on) • Staging and final guest-ready touches
LIVING ROOM	• Sanitize remote controls • Dust TV and carefully clean it if necessary • Vacuum and clean the carpet and the upholstery • Cushions and pillows fluffed and straightened*change covers if • Furniture cleaned -on top, around, and underneath • Dust and clean picture frames, artwork, bookshelves, lamps, etc. • Staging and final guest-ready touches
BEDROOM	• Make beds hotel-style • Floors under bed vacuumed or mopped if accessible • Sanitize remote controls • Vacuum the upholstery, the floor, inside of closet, and drapes if needed* • Replace empty Kleenex boxes with new ones (if provided - *consider our Re-Stocking Service as an add-on) • Clean mirrors • Place extra towels neatly folded on the bed or in the closet (if provided - *consider our Linen Program add-on)

	● Staging and final guest-ready touches
BATHROOM	● Clean the cabinets inside, outside and on top ● Shine the mirrors ● Clean, scrub and sanitize showers, bathtubs, toilets, and sinks ● Clean shower curtain rod, towel rack, soap dish, toilet paper holder ● Replace towels with fresh ones (if provided - *consider our linen rental add-on) ● Arrange towels nicely ● Ensure the hairdryer is clean and visible ● Replace/Remove used Toilet paper rolls (if provided - *consider our Re-Stocking Service as an add-on) ● Replace/Refill toiletries (if provided - *consider our Re-Stocking Service as an add-on) ● Staging and final guest-ready touches
RESTOCKING & PRESENTATION STAGING	● Let your guests arrive and relax, we make sure all provided amenities like hair and body care products, cleaning supplies, and additional stock of basic household items like paper towels, toilet paper, new sponges, dishwashing soap, and laundry detergent are available every time. ● A final walk-through of the home has our staff adjusting and leaving your property presented in an attractive and inviting fashion. ● Key Features: ● Re-stock perishables like coffee, tea, sugar, etc. (if provided - *consider our Re-Stocking Service as an add-on) ● Make beds hotel-style ● Place and arrange cleaned dishes and glasses nicely in the cabinet ● Replace empty Kleenex boxes with new ones (if provided - *consider our Re-Stocking Service as an add-on) ● Place extra towels neatly folded on the bed or in the closet (if provided - *consider our Linen Program add-on) ● Replace towels with fresh ones (if provided - *consider our Linen Program add-on) Arrange towels nicely ● Replace/Remove used Toilet paper rolls (if provided - *consider our Re-Stocking Service as an add-on) ● Replace/Refill toiletries (if provided - *consider our Re-Stocking Service as an add-on)

- Staging and final guest-ready touches

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ADD-ON CLEANING & MAINTENANCE SERVICES	* Not Included in every turnover cleaning, but here to add a little extra to your turnovers. • Cleaning Outside Windows • Exterior Sweeping or Cleaning • Upholstery or Carpet Deep-clean or Treatment • Pet & Yard Waste Cleanup • Pet Hair Removal & Clean-up • Ozone Room Odor Shock Treatment • Braai-Stand Cleaning & Gas Changing or Refill • Home & Décor Setup • Off-site Linen Laundry Service
PROPERTY MAINTENANCE	*We have a skilled handyman on our team who can assist with various tasks, including installing lockboxes, curtains, blinds, basic plumbing, and other maintenance needs. If a task exceeds our capabilities, we will engage external professionals to ensure the issue is addressed effectively.
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