

Beach Glass House Departure Checkout Task List & Self Clean Instructions

Call (916) 412-9418 for any questions or email jimesway@gmail.com.

When cleaning the Beach House yourself, it is important that you leave it in exactly the condition you found it or better. The first impression for our guests is very important to us. Thank you for your consideration of this.

If for any reason you have to leave early and are unable to self clean to the required level, please let us know. We have charged you a minimal cost for our cleaner to sanitize after your stay; if you do not complete the self clean scope detailed below you may be subject to additional charges. **Take care to follow all of the directions below.**

Allow yourself 2 hours to complete the following tasks.

Cleaning supplies are under the sink in the master bathroom. If you spot mop, please use the wood floor cleaner only.

- Vacuum all floors, stair treads, and throw rugs with central vacuum system. Vacuum attachments are in the closet in the kitchen area. Please lift couches and chairs to vacuum underneath covered surfaces. If you have removed any items of furniture return them to original positions/locations.
- Leave the BBQ clean after use. Turn off propane and place cover on BBQ. If propane is out, replace with one from the garage and call Owner to notify of need to refill.
- Close the umbrella on the deck and clean all the glass table tops. Pick up the debris and leave the deck clean.
- Turn down the Spa to 99 degrees.
- Empty your food from the freezer and refrigerator and wipe shelves clean. Clean microwave, stove top, oven, toaster, appliance fronts, and all dishes. Don't leave dishes on the counters or in the dishwasher; put all dishes away clean. Clean kitchen sink.
- Wash all bath towels and replace as you found them folded in a professional manner. Clean bathrooms, showers, toilets, sinks, and mirrors. Replace soaps with a new soap in the showers. They are in the baskets in each bathroom, or found in garage cabinets. Only 1 bath rug per bathroom and 8 towel sets in each bathroom. Please make sure there is 1 full roll of TP on the spool and 1 under the cabinet in each bathroom. Don't wash beach towels with bath towels.
- Wash all bedding except comforters and make all the beds in a professional manner. Sheets are marked Queen, Double, etc. Please wash the inner blankets if you have time.
- Clean French doors and all soiled windows in the living room and kitchen area. Wipe down all table tops, desks, dressers, coffee table, blinds etc. and dust.
- Close and latch all windows. Lower all blinds.
- Empty all trash in the house. Put all garbage cans out on the street.
- **Turn off the heater.**
- All lights turned out and all doors locked.

Please let us know if there is any maintenance we need to take care of i.e. bulbs out, broken things, etc. We really appreciate your help in ensuring that every guest has a perfectly enjoyable stay at the Beach Glass House from the very first moment.

Thank you for choosing the Beach Glass House for your vacation!