

# The Ultimate **Airbnb** Hosting Checklist

*Including 130 checkable items!*

## **To Do:**

Legal

Living Room

Kitchen

Outdoor Space

Bedrooms

Bathrooms

Entertainment

Cleaning Supplies

Safety

# THE ULTIMATE AIRBNB HOSTING CHECKLIST

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# CONTENT

Introduction — 1

Legal — 2

Living Room — 4

Kitchen — 5

Outdoor Space — 7

Bedrooms — 8

Bathrooms — 9

Entertainment — 11

Cleaning Supplies — 12

Safety — 13

Final Thoughts — 14

# INTRODUCTION

Running a short term rental is a simple concept with a lot of moving parts.

This can make it difficult to decide what you need to do to get started, and if you're going to branch out into multiple properties, it can be even more difficult to keep track of what needs to be done.

This Ultimate Airbnb Hosting Checklist is designed to help you understand everything that you should do or consider before putting your Airbnb on the market.

It is intended to be consumed at a glance so that you can make sure

you're not forgetting anything, and to give you a general understanding of what goes into making a listing successful.

We'll go room by room, so that you can ensure that each space is accounted for.

By the end of this guide, you will have a much better understanding of what it takes to get your Airbnb up and running, as well as some insight into how to make sure it's successful.

So let's get started!





# LEGAL

**F**irst thing is first: you need to make sure your property is legal to rent out on Airbnb. Depending on where your property is located, there may be different rules and regulations that you need to follow.

There is nothing worse than investing time and money into purchasing a property, only to find out that you're not allowed to operate it as a short term rental (this includes glamping).

So before you do anything else, make sure you check with your local laws and regulations to see if short term rentals are permitted.

The best way to determine if your property is legal to rent out is by checking with your local city or county government.

They will have a list of requirements that you need to meet in order to obtain a permit, and they can also tell you if there are any specific restrictions in your area.

Some jurisdictions don't require anything at all, while others will demand that you have a floor plan of the property on hand, or that

you post a notice in a common area letting guests know that your property is being rented out.

If you live in a condo or townhome, you will also need to check with your HOA to see if they have any restrictions on short term rentals.

Many HOAs have strict rules about what kind of activity is allowed on the property, and most don't allow short term rentals at all.

You should also check with your homeowners insurance policy to make sure that you are covered in the event of any damage to your property or injuries that occur on your premises.

Many policies do not cover short term rentals, so it's important to double check before you list your property.

Even worse, many hosts report that their homeowners insurance policy gets canceled by their provider after simply inquiring about coverage for their short term rental.

So if you're thinking about renting out your property, it's best to get

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a separate policy that covers short term rentals specifically.

We recommend that you get a policy with Proper Insurance, as they are the largest and most comprehensive provider of short term rental insurance in the US (at least at the time of this writing).

[Click here to get a free quote from Proper Insurance](#)

They have coverage in all 50 states for almost every situation, and they're always updating their policies to make sure that hosts are protected.

For other insurance providers, check out our article on [short term rental insurance](#) providers. There aren't many, but some of them on that list might be better options for you.

Last but not least, if you're unsure about any of the legal requirements in your area, we recommend consulting with a local attorney who specializes in real estate or short term rental regulations.

They can help you understand the ins and outs of what you need to do to make sure your property is compliant.

### **Legal Checklist:**

Permits

Licenses

HOA Approval

Homeowners Insurance

Coverage

Short Term Rental Insurance

Floor Plan



# LIVING ROOM

The living room is one of the most important spaces in your Airbnb, as it's where guests will spend the majority of their time when they're not sleeping (and not away exploring your town/city). Here are some things to consider:

- Is there a comfortable place for guests to sit and relax?
- Is the TV easy to use?
- Are there any games or books that guests can enjoy?
- Is the space clean and free of clutter?
- Is the furniture in good condition?
- Are there any items that guests might need, like a charger for their smartphone or an extra blanket?

If your living room doesn't have all of these things, don't worry - you can always add them later or upgrade them once you start making some money.

But it's important to keep in mind that the goal is to make

your guests feel at home, so try to think about what they would need or want during their stay.

If you're having trouble figuring out what exactly to put into your living room, check out these free resources we have written for you:

[The Best Furniture for Airbnb Your Guests Will Love!](#)

[Looking For The Best Sofas For Airbnb? Check These Out!](#)

[10 Must-Have Board Games for Your Airbnb](#)

[5 Best TVs for Airbnb Hosting](#)

[Noise Monitoring for Your AirBnB: A Secret Weapon!](#)

## Living Room Checklist:

Couch/Sofa

Coffee table and/or end table

Area rug

TV stand

Smart TV

Workspace or Desk

Board games

Wall art/decorations

Alexa/Smart switches

Noise monitor ([Minut Point](#))

Internet/Wifi router

"No Smoking" warning sign



# KITCHEN

The kitchen is another very important space in your Airbnb, as guests will likely want to prepare at least some meals during their stay.

Even if you don't have a lot of counter space or storage, there are still some key items that guests will need to be able to cook their food.

Be sure to stock your kitchen with the essentials like pots, pans, plates, bowls, utensils, and silverware. It's also a good idea to have some spices and condiments on hand, as well as coffee, tea, and other beverage options.

In addition to the food-related items, guests will also need things like dish soap, paper towels, and all-purpose cleaner. And of course, don't forget the trash can and garbage bags!

If you have a dishwasher, that's great - but don't rely on it to do all the work. Be sure to also provide guests with some dish towels and/or a sponge so they can wash their dishes by hand if need be.

Last but not least, the dining area is an important part of the kitchen. Even if you don't have a

separate dining room, be sure to provide guests with a place to eat their meals.

A small table and chairs is all you need - but if you want to go above and beyond, you could also provide place mats, formal napkins, and even some decorations or centerpieces.

As you can probably tell, the kitchen can easily be one of the most expensive rooms to furnish in your Airbnb. But don't worry - you can always start small and add more items as you go.

Here are some free resources to help you furnish and stock your kitchen:

[19 Airbnb Kitchen Essentials Every Host Should Have](#)

[10 Best Coffee Makers for Your Airbnb Property](#)

[7 Best Dish Sets for Your Airbnb Property](#)



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### **Kitchen Checklist:**

Cookware (pots, pans, baking sheets, cooking utensils, etc.)  
Plates, bowls, cups, and napkins  
Silverware  
Steak knives  
Kitchen knives and cutting board  
Can opener and corkscrew opener  
Tupperware  
Apron  
Wine glasses  
Basic spices and condiments (ketchup, mustard, mayo, etc.)  
Salt & Pepper  
Sugar  
Milk  
Butter  
Creamer

Dish soap and dish towels  
Trash can and trash bags  
Paper towels  
All Purpose Cleaner  
Fire extinguisher  
Coffee maker and coffee  
Coffee mugs  
Tea kettle and tea  
Tea cups  
Toaster  
Oven/stovetop  
Microwave  
Refrigerator/freezer  
Dishwasher (if there's space available)  
Dining table and chairs

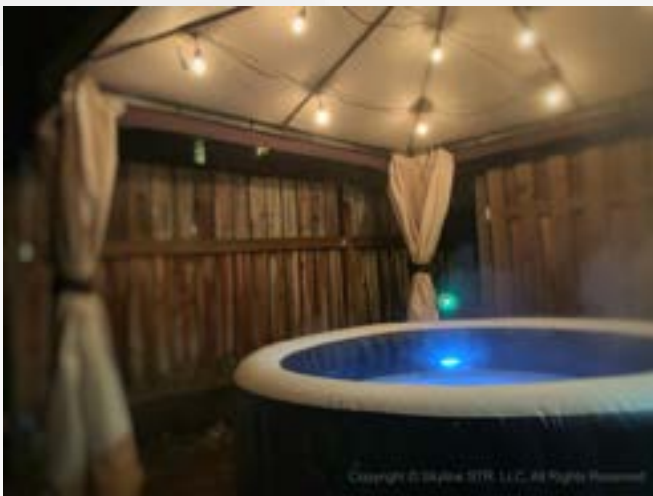
# OUTDOOR SPACE

The outdoor space is often one of the most neglected areas in an Airbnb, but it doesn't have to be!

Be sure to provide some seating options, as well as some shade if possible. Guests should also have easy access to any amenities they might need, like a pool, grill, or fire pit.

Depending on your property and the type of guests you get, providing a good outdoor experience can be a good marketing tool and appeal to a wider range of guests.

If you're not familiar with [our story](#), the short version is that we were able to identify a gap in our market and install a portable hot tub with some string lights in the patio area of our first short term rental.



Doing this was a game changer for us as it allowed us to attract a higher caliber of guest and command a higher nightly rate, as well as increase our occupancy rate.

If you have an outdoor space, we highly recommend that you put some thought into how you can make it more inviting and comfortable for your guests.

For some ideas in what to get for your outdoor area, check out this article:

[The Best Furniture for Airbnb Your Guests Will Love!](#)

## Outdoor Space Checklist:

- Patio furniture
- Outdoor rug
- BBQ grill
- Fire pit
- Lanterns or string lights
- Bug spray
- Sunscreen
- Beach towels



# BEDROOMS

The bedrooms are, of course, the main attraction of your Airbnb. After all, guests will be spending a good portion of their time here sleeping, watching tv, or doing...umm...other things.

Be sure to provide comfortable beds with clean linens and plenty of pillows. Guests should also have a place to put their clothes, as well as a full length mirror so they can get ready for their day.

If you have the space, we also recommend adding some additional items like an iron and ironing board, a garment steamer, or even a clothing rack.

These aren't essential, but they can go a long way in making your guests feel at home.

Lamps with USB charging ports are also a nice touch, as are alarm clocks. And if you really want to give your guests the VIP treatment, consider adding a TV in each bedroom.

Here are some articles to help you furnish your bedrooms:

[The Best Mattresses For Airbnb & Beyond](#)

[Are You Providing The Best Pillows For Airbnb? Our Top 3 Picks](#)

[10 Best Sheets for Airbnb Hosting](#)

## Bedrooms Checklist:

Bedframes

Mattresses

Box spring (if needed)

Mattress cover

Linens

Pillows

Blankets

Bedside tables

Lamps with USB charging ports

Alarm clock

Full length mirror

Iron & ironing board (even a travel size can work)

Garment steamer

Hangers

Trash can

Clothing rack

Dresser

Folding luggage rack



# BATHROOMS

The bathroom is another very important space in your Airbnb.

Guests will often base their reviews on their best (and worst) experiences.

So it's important to make sure that they have everything they need should they go to the wrong restaurant for some Chinese take-out and have a bad reaction.

Make sure it's clean and well stocked with all the essentials, such as towels, shampoo, conditioner, soap, and toilet paper.

We also recommend adding some extra items like toilet seat covers, a toilet brush and cleaner, and a plunger. These may not be needed, but it's always good to be prepared (especially if you don't want any late night calls about a clogged toilet).

Did I mention not to forget the toilet paper!

We've all had that moment where we realize we're out of TP and there's no one around to help.

At least I have...

So do your guests a favor and make sure they won't have to go through the same thing.

Other items to consider adding are air fresheners or room sprays, bathroom rugs or mats, toiletry baskets, and first aid kits.

And last but not least, be sure to add a flushing/makeup warning sign to each bathroom. If you've never ran a short term rental before, you'd be surprised at how often guests will flush all kinds of stuff down the toilet (and then try to blame the clogged toilet on the previous guest).

Last but not least, you can save yourself some make-up stained towels by providing makeup remover towels ([or these disposable towelettes](#)).

For more ideas on how to furnish your bathroom, check out these articles:

[7 Best Towels for Airbnb Hosting](#)

[25+ Airbnb Toiletries That Are Important for Guests](#)

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**Bathroom Checklist:**

- Towels
- Shower curtain
- Bath mat
- Toilet brush & cleaner
- Toilet plunger
- Toiletries kit
- Basket for toiletries
- Trash can
- First aid kit
- Hairdryer
- Mirror
- Scale
- Toilet seat covers
- Air fresheners/room sprays
- Bathroom rugs or mats
- Shampoo, conditioner, soap
- Tissues
- Toilet paper
- Razers and shaving cream

- Makeup remover towels
- Warning sign for flushing non-toilet paper items
- Warning sign for not using makeup removal towel



# CLEANING SUPPLIES

Cleaning supplies are a must for any Airbnb, especially if you want to avoid getting dinged by guests for leaving a dirty house.

While your cleaning crew should take care of routine cleanup, it's always good to have a few basics on hand in case something gets missed or a guest needs to do a quick cleanup.

We recommend having all-purpose cleaner, a broom and dustpan, a vacuum cleaner, dish soap, dish towels/rags, sponges, trash bags, paper towels, toilet cleaner, laundry detergent, stain remover, Windex, a Swiffer with refills, gloves, and Drano.

There are so many different ways to stock your Airbnb with cleaning supplies, but this should give you a good starting point.

## Cleaning Supply Checklist:

All-purpose cleaner
Broom and dustpan
Vacuum cleaner
Air fresheners
Dish soap
Dish towels/rags
Sponges
Trash bags
Paper towels
Toilet cleaner
Laundry detergent
Stain remover
Windex
Swiffer and refills
Latex gloves
Drano

# SAFETY

Your guests' safety should always be a top priority, so make sure your Airbnb is equipped with smoke detectors, fire extinguishers, and carbon monoxide detectors.

We also recommend keeping a first aid kit on hand, just in case.

This will help ensure that you are compliant with insurance requirements and reduce your liability, and it will give your guests peace of mind knowing that you're prepared for anything.

First, you'll want to make sure that all of the smoke detectors in your Airbnb are working properly and that there are carbon monoxide detectors in all of the bedrooms.

Last but not least, be sure to create an emergency contact

list with numbers for medical emergencies, the police, and fire department. Having the Airbnb's physical address on hand will be particularly helpful when speaking to dispatchers.

You can also include numbers for poison control, the local hospital, and any other important contacts (like a property manager or neighbor).

It's also a good idea to have a first aid kit readily available in the kitchen or bathroom, as well as a list of local clinics or hospitals.

## Safety Checklist:

Smoke detectors

Fire extinguishers

Carbon monoxide detectors

First aid kit

Emergency contact list

Flashlight / Lantern

Hand sanitizer





# FINAL THOUGHTS

After you go through all of these items, you're probably realizing how expensive it can be to stock an Airbnb.

The good news is that you don't need to buy everything at once - you can slowly build up your inventory as you get more bookings.

As with any other household appliance or item, the cost of furnishing and equipping your Airbnb will vary depending on the brand and quality of the products you choose.

When we first started, we made the majority of our purchases at local garage sales, thrift stores, Wayfair, Amazon, Craigslist and Walmart. In total, we furnished our property for under \$4,000.

However, if you're starting from scratch and going to be purchasing all new stuff, you

should expect to spend closer to \$6,000 - \$15,000 depending on the size of property needing to be furnished.

If you're looking for ways to save money, we recommend checking out sites like IKEA and Overstock, which often have great sales on furniture and home decor.

Another option is to buy used items from Craigslist or Facebook Marketplace.

However, the downside is that it can be A LOT more time-consuming to find good deals on these sites.

No matter how you choose to stock your Airbnb, we hope that this checklist has given you a better idea of what you need to do (and what you need to buy) before welcoming your first guests!



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