

# Hotel Room Condition And Cleanliness Inspection Checklist

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## Arrival & General Impression

Initial assessment of the room upon entry.

### Inspection Date

Enter date...

### Inspection Time

Enter time...



### Room Number

Enter a number...

### Room Status Upon Arrival

- Clean
- Slightly Dirty
- Dirty
- Occupied
- Out of Service

### Odor Present?

- No
- Yes - Describe
- Unknown

### Brief Description of Overall Impression

Write something...

## Furniture & Fixtures

Inspection of all furniture, lamps, and built-in fixtures.

### Lamp Functionality - Desk Lamp

Enter a number...

### Lamp Functionality - Bedside Lamp

Enter a number...

### Chair Condition

- Excellent
- Good
- Fair
- Poor

### Table Condition

- Excellent
- Good
- Fair
- Poor

### Notes on Furniture Damage (scratches, stains, etc.)

Write something...

### TV Functionality

- Working
- Not Working
- Sound Issues
- Picture Issues

## Bathroom

Detailed check of the bathroom area and its amenities.

### Water Temperature (Hot)

Enter a number...

### Water Temperature (Cold)

Enter a number...

### Shower Head Functionality

- Excellent
- Good
- Fair
- Poor

### Toilet Flush

- Excellent
- Good
- Fair
- Poor

### Sink Drainage

- Excellent
- Good
- Fair
- Poor

### Specific Issues/Damage (e.g., cracks, leaks)

Write something...

### Mirror Condition

- Excellent
- Good
- Fair
- Poor

### Upload Image of Issue (if applicable)

 Upload File

# Linens & Bedding

Evaluation of towels, sheets, blankets, and pillows.

## Sheet Condition

- Excellent
- Good
- Fair
- Poor - Stain
- Poor - Tear

## Pillow Condition

- Excellent
- Good
- Fair - Flat
- Poor - Stain

## Towel Count - Bath

## Towel Count - Hand

### Towel Count - Washcloth

Enter a number...


### Bedspread/Duvet Condition Notes

Write something...

### Linen Odor

- None
- Mild
- Strong - Requires Laundry

### Photo of Bedding (if needed)

 Upload File

## Cleanliness - Surfaces

Assessment of cleanliness on all surfaces including floors, walls, and windows.

### Dust Level on Surfaces (1-5, 1=None, 5=Heavy)

Enter a number...

### **Floor Cleanliness (Floors)**

- Spotless
- Minor Debris
- Noticeable Dirt
- Significant Dirt

### **Window Cleanliness (Interior)**

- Spotless
- Streaks Present
- Fingerprints/Smudges
- Significant Dirt/Film

### **Details on Window Cleanliness (If Not Spotless)**

Write something...

### **Mirror Condition**

- Spotless
- Streaks/Smudges
- Water Spots
- Etched/Damaged

### Cobwebs Present (Count)

Enter a number...

### Details on Any Surface Cleanliness Issues

Write something...

## Appliances & Electronics

Check functionality of TV, mini-fridge, coffee maker, and other appliances.

### TV Volume Level

Enter a number...

### TV Functionality

- Working Properly
- No Picture
- No Sound
- Remote Malfunctioning

### Mini-fridge Temperature

- Cold
- Cool
- Warm
- Not Working

### Coffee Maker - Water Level

Enter a number...

### Coffee Maker Functionality

- Working Properly
- Not Heating
- Leaking
- Not Working

### Notes on Electronics

Write something...

## Safety & Security

Verification of smoke detectors, door locks, and emergency information.

### Smoke Detector Test Result (0-Pass, 1-Fail)

Enter a number...

### Carbon Monoxide Detector Present (0-No, 1-Yes)

Enter a number...

### Door Lock Functionality

- Working Properly
- Loose
- Broken
- Needs Repair

### Window Lock Functionality

- Working Properly
- Loose
- Broken
- Needs Repair

### Emergency Information Readily Available?

Write something...

### Sprinkler Head Condition

- Intact
- Obstructed
- Damaged

# Overall Condition & Notes

Summary of any outstanding issues or repairs needed.

## Overall Room Condition Summary

Write something...

## Estimated Repair Cost (if applicable)

Enter a number...

## Recurring Issues?

- Yes
- No
- Unknown

## Date of Next Scheduled Maintenance

Enter date...

## Inspector Signature

## Inspector Initials

Write something...