SETFORSTAY

A one-page day-of checklist for independent hosts

Never Get Caught Short on a Same-Day Turnover

A one-page day-of checklist for independent hosts — walk-in, restock, and lockup, in order, before the next guest arrives.

For independent hosts with a handful of units. Practical ops, restock, and a clear day-of order.

Print this, clip it to a clipboard, or save it to your phone before the next checkout. It is a starting standard for one turnover — not a promise of better reviews or more bookings, and not the full turnover pack.

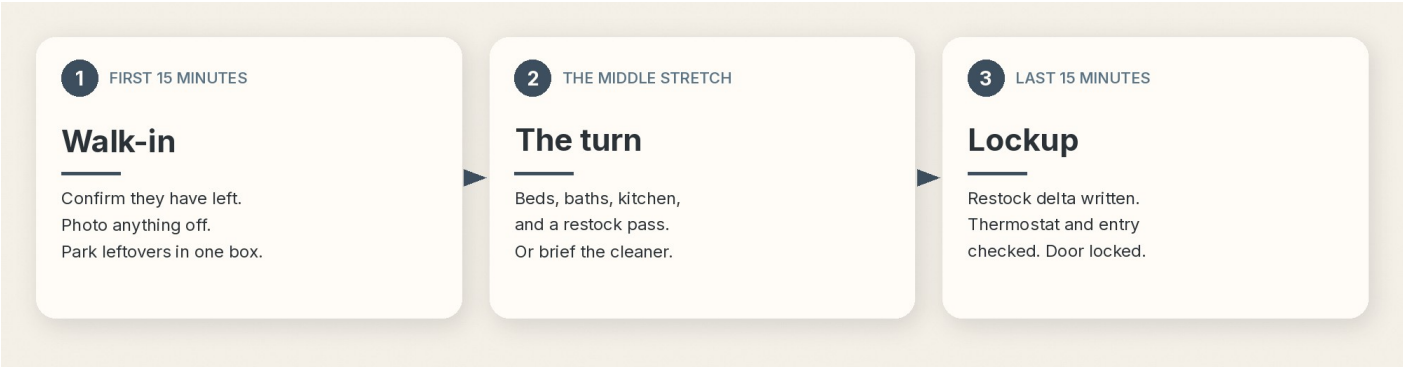
Property: _____

Turnover date: _____ Checkout by: _____ Next arrival: _____

Who is on site (you / cleaner / both): _____

A simple day-of timeline

Use this as a rough shape, not a stopwatch. Slide the windows to match your actual checkout and arrival times.



1. Before the cleaner arrives (or as you walk in)

☐ Confirm checkout actually happened and the unit is empty.

☐ Take a quick photo of any damage, stain, or unusual mess before anything is moved (for your own records).

☐ Collect leftover guest items into one box. Label it with the property name and today's date.

☐ Confirm the next arrival time is still what you think it is.

☐ If a cleaner is coming: leave the leftover box and a short note about anything they should not toss.

2. Beds and baths

☐ Strip used linens and towels; start or bag the laundry so it is not sitting in the unit.

☐ Remake each bed with a complete, clean set (sheet, duvet/comforter, pillows).

☐ Count the spare set. If you are down to the last one, add it to the restock list — do not wait until you are standing here with nothing clean.

☐ Replace bath towels, hand towels, and washcloths to your usual par.

☐ Refill soap, shampoo, and toilet paper to par. Write down what you actually used.

3. Kitchen and living space

☐ Trash and recycling out of the unit.

☐ Dishwasher run and emptied, or sink clear and dishes put away.

☐ Wipe counters, stove, and the inside of the microwave if they were used.

☐ Coffee, dishwasher tabs, sponge, and a bit of dish soap at par — only replace what is actually low.

☐ Living room: cushions, remote, wifi card or password card back where guests will look first.

☐ Quick smell check. Open a window or run the fan if the unit is stale; note any odor you cannot clear.

4. The restock pass (buy the delta, not a full shop)

Walk the unit once with this page and mark only what is actually short.

Item	Par (what should be here)	What's here now	Buy
Toilet paper			
Paper towels			
Hand soap / dish soap			
Coffee / tea / filters			
Trash bags			
Other: _____			

☐ Buy or drop off only the delta. A full grocery run on every turnover is how this chore gets skipped later.

5. Issues vs. leftover notes

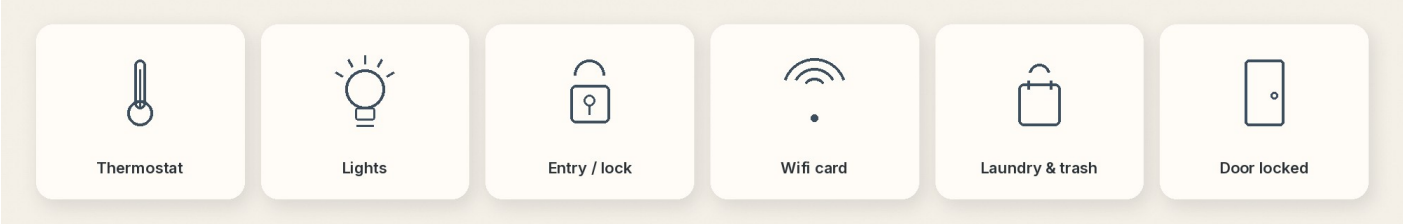
Write it down. Do not trust the next-morning version of your memory.

What I found	Where	Guest-facing? (yes / no)	What I already did

☐ Leftover-item box is labeled and stored where you will actually find it if the guest writes.

☐ If something is unsafe or will affect the next stay, you have a plan before you lock the door (fix, replace, or message the arriving guest honestly).

6. Before you lock up



☐ Thermostat set to your vacant-or-arrival setting.

☐ Lights off, except any you always leave on for arrival.

☐ Entry: lockbox, smart lock, or key tested. Code still works.

☐ Wifi card or password is where a tired guest will look.

☐ One optional arrival photo of the main room, for your own records.

☐ Laundry and trash are in the right place for pickup — not left as a surprise for the next person.

☐ Door locked. Gate or garage checked if you have one.

This page is the day-of slice, and it stays yours to keep using. It is a practical checklist, not a guarantee of outcomes.

Want the full kit?

The SetForStay Turnover Kit ($39 — re-verify the price on the live product page before publishing) adds the guest-message pack, cleaner brief, and restock and issue trackers, so you are not rebuilding those from memory. List-only code for this download: [CODE-STR] (placeholder; add the real tracking code at go-live).

[STORE LINK — add the live Gumroad or SetForStay URL at go-live]

Tools we use: [AFFILIATE SLOT] — one tool or supply we actually use on a turnover. No live link until Scout's research is approved and Craig says yes.

[AFFILIATE DISCLOSURE] If we recommend a product with a partner link, we may earn a commission, at no extra cost to you. We will only mention something we have actually used or would use in this kind of work.

SetForStay · See you on the next turnover, — Sam, SetForStay [SITE LINK — add the SetForStay or Resort Rental Hub URL at go-live]