



Park City STR Host Turnover Checklist

A field-tested playbook for hosts who want their unit stay-ready in 3 hours -- every time. Built by Wasatch Cleaners after 600+ STR turnovers across Park City, Deer Valley, and the Wasatch Front.

PRE-ARRIVAL (30 minutes before guest check-out)

- ☐ Confirm exact check-out time with current guest via Airbnb/VRBO message.
- ☐ Stage your turnover kit at the door: linens, restock bin, trash bags, photo phone.
- ☐ Pre-set HVAC for the season -- 68 deg F winter, 72 deg F summer is the Park City sweet spot.
- ☐ Open the Wasatch Cleaners job ticket on phone so photo upload is one tap.
- ☐ Have backup linens loaded in the car if linens go out for laundering.

WALK-THROUGH (first 10 minutes on site)

- ☐ Photograph any damage BEFORE you start cleaning. Timestamp is your evidence.
- ☐ Strip beds first -- gets the heaviest item out of the unit + into the wash queue.
- ☐ Run the dishwasher and washer/dryer immediately so they cycle while you clean.
- ☐ Check for lost-and-found: phone chargers, kid items, jewelry. Bag + label.
- ☐ Note any low-stock consumables on the restock punch list (TP, paper towels, coffee).

KITCHEN (~25 minutes)

- ☐ Empty + reload dishwasher; hand-wash any items the dishwasher missed.
- ☐ Wipe down all counters, backsplash, and the inside of the microwave.
- ☐ Sanitize sink, faucet handle, and disposal switch.
- ☐ Empty fridge of guest leftovers; wipe down shelves; restock owner-provided basics.
- ☐ Sweep and mop kitchen floor; check under the table for crumbs.
- ☐ Restock: dish soap, sponge, dishwasher pods, paper towels, trash bags, coffee/tea.

BATHROOMS (~15 minutes each)

- ☐ Replace all towels + bath mats with fresh.
- ☐ Scrub toilet bowl, seat, lid, base, and behind the bowl.
- ☐ Wipe down shower walls + glass; run a squeegee on the door.
- ☐ Sanitize sink, faucet, counter, and mirror.
- ☐ Empty trash; replace liner.
- ☐ Restock: TP, hand soap, shampoo/conditioner if owner-supplied.

BEDROOMS (~12 minutes each)

- ☐ Make beds with crisp linens -- mitered hospital corners read "premium" in photos.
- ☐ Dust all flat surfaces including window sills + lamp bases.
- ☐ Vacuum carpets in N-pattern so vacuum lines show in the photo.
- ☐ Check under the bed for guest items + dust bunnies.
- ☐ Empty trash; replace liner.

LIVING + COMMON SPACES (~15 minutes)

- ☐ Dust + wipe all surfaces, electronics, remote controls (high-touch).
- ☐ Fluff + arrange pillows, fold throw blankets.
- ☐ Vacuum all carpets/rugs; sweep + mop hard floors.
- ☐ Wipe down doorknobs, light switches, and stair rails.
- ☐ Stage the unit: open blinds, turn on welcome lamp, set thermostat to comfort.

PHOTO PROOF + HANDOFF (last 10 minutes)

- ☐ Snap 8-12 photos: every bed made, every bathroom staged, kitchen clean, living staged.
- ☐ Upload to the Wasatch Cleaners job ticket -- this is your dispute-proof receipt.
- ☐ Lock up; confirm thermostat is at guest-arrival setting (not your clean-temp).
- ☐ Message the host: "Turnover complete + photo proof attached. Ready for guests."
- ☐ Flag any restock items running low so the host can replenish before next turnover.

OUR 3-HOUR SLA -- WHAT IT INCLUDES

- ☐ Two-cleaner team on every Park City STR turnover, in + out in 180 minutes.
- ☐ Linens laundered between turnovers (option add-on; flat fee per set).
- ☐ Photo proof uploaded to your host portal within 15 minutes of completion.
- ☐ Restock service: we shop owner-supplied consumables, you reimburse via invoice.
- ☐ Backup crew on call if a stomach-flu or back-to-back booking forces a swap.

Ready to outsource your turnovers?

Book your first Park City STR turnover and we'll match your current cleaner's price for the first month.
Call (385) 213-8900 or visit wasatch-cleaners.com/book.php?service=shortterm&city=park-city.

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