

# PRE-SEASON COTTAGE TIPS

Preparing your vacation rental home for guests

- Write instructions for appliances if needed. Example: Some dishwashers will turn off if the start button is pushed twice.
- Label mattress pads, comforters and pillows with cottage number.
- Paint the first few steps with florescent paint to avoid guest injury.
- Provide simple instructions for TV's / Stereos / Surround Sound Systems. Please email this information to your Property Manager for use with our Guest App.
- Label switches as to what they are for.
- Internet connection passwords, network names and logins. Please email this information to your Property Manager for use with our Guest App.
- Check all phones and remotes. Replace if necessary.
- Replace all batteries for smoke detectors and remotes.
- Have pail and hand shovel for park grill charcoal disposal to avoid potential fires on site. Check all advertised amenities such as beach chairs, bikes, helmets, umbrella's etc.. Items should be free from rust and corrosion and marked with the cottage number, Check to make sure there are enough items for the listed occupancy level.
- Location of all baby equipment marked with cottage number. Should be placed in one closet with a sign on the front. This way guest are more apt to return it on departure.
- If lawn is not being maintained periodically, make sure that this is taken care of before the rental season begins. This needs to be around all walkways, decks, driveways etc.
- Have HVAC system checked before season begins. Kitty Hawk Rentals can provide this service for you. (See Service Contract)
- Replace outdated appliances. Fees can be high if replaced during season.
- Lube and tighten all door knobs.
- Clean all slider tracks and replace rollers.
- Tighten all cabinet knobs and hinges.
- Clean or replace deck and/or pool furniture.
- Have back up sticks for slider doors in case locks fail. Guests feel very unsafe if door is not able to be locked. This can avoid after hours calls from lock replacement.
- Check all vertical blinds and have repaired. If able replace with tab curtains. These are very low maintenance where the blind repairs can be very costly.
- Make sure that throw rugs and bath mat backing is in tack.
- Tighten all plumbing connections.
- Photo's being placed inside cabinet doors for location of items helps to make sure that the items are returned to the proper place.