

Hastings Home Ventures

STR Property Inventory Checklist

DISCLAIMER: This is a comprehensive, all-inclusive inventory checklist designed to cover every item that may be needed across any Hastings Home Ventures managed property. **Not all items will apply to every rental.** Use this list as your complete reference — items marked with a ★ are conditional and should only be stocked if applicable to the specific property (e.g., 'if grill present' only applies to properties with an outdoor grill). Review each section with the property in mind and check off only what is relevant.

Property Address: _____

Date: _____

Completed By: _____

■ Safety Equipment

■ **REQUIRED** — Confirm compliance with local Florida/county STR codes at each property onboarding.

■ Smoke detector — every sleeping area and hallway

■ Carbon monoxide (CO) detector — every level (required with any gas appliance)

■ CO detector near each sleeping area

■ Fire extinguisher — kitchen (2A:10BC rated, mounted visibly)

■ Fire extinguisher — garage if attached (2A:10BC rated)

■ First aid kit — accessible location

■ Emergency contact info posted (911, property address, local contacts)

■ Kitchen

- Large plates — 8
- Small plates — 8
- Cereal / pasta bowls — 8
- Large serving bowl — 1
- Mixing bowl set (3-piece)
- Short glasses — 8
- Tall glasses — 8
- Wine glasses — 6
- Coffee mugs — 8
- Large forks — 8
- Small forks — 8
- Large spoons — 8
- Small spoons — 8
- Knife block set
- Cutting board (large, sturdy)
- 4-piece cookware set (pots with lids)
- Large frying pan
- Small frying pan
- Large stockpot (for pasta / soups)
- Colander / strainer
- Casserole dish (9x13 or similar)
- Cookie sheet / sheet pan
- Cooking utensils set (spatula, ladle, tongs, whisk, spaghetti server)
- Measuring cup set
- Measuring spoon set
- Can opener
- Wine / bottle opener
- Coffee maker + filters
- Toaster
- Blender
- Water kettle

■ Paper towels + holder
■ Hand dish towels — 4
■ Dish cloths / sponges — 2
■ Pot holders / oven mitts — 2 sets
■ Dish soap
■ Dishwasher pods (starter supply)
■ Laundry detergent pods (starter supply)
■ Trash bags — 1 pack
■ Trash can
■ Plastic pitcher — 1
■ Vacuum
■ Coffee (starter supply)
■ Creamer (starter supply)
■ Sugar, Sweet & Low, Splenda
■ Salt & pepper shakers

■ Living Room

■ TV with streaming (Netflix, Hulu, or similar)
■ WiFi router — strong signal throughout property
■ WiFi network name + password card (visible)
■ USB charging station or outlets near seating
■ The Villages guest magazine
■ The Villages activity / valet binder
■ <i>Board games / card games</i> ★
■ <i>Books or local attraction guides</i> ★

■ Master Bedroom

- Mattress protector / waterproof cover
- 4 pillows per bed (2 soft, 2 firm)
- Pillow protectors — all pillows
- Pillowcases — 2 per pillow
- 4 sets of sheets (fitted + flat, white recommended)
- 2 duvet covers or comforters per bed
- Throw blanket — 1
- Hangers — 12+
- TV
- Luggage rack
- USB outlet / charging station near nightstand
- Blackout curtains / window coverings
- Bedside lamp

■ Guest Bedroom 1

- Mattress protector / waterproof cover
- 4 pillows per bed (2 soft, 2 firm)
- Pillow protectors — all pillows
- Pillowcases — 2 per pillow
- 4 sets of sheets (fitted + flat, white recommended)
- 2 duvet covers or comforters per bed
- Throw blanket — 1
- Hangers — 12+
- Luggage rack
- USB outlet / charging station near nightstand
- Blackout curtains / window coverings
- Bedside lamp

■ Guest Bedroom 2

- Mattress protector / waterproof cover
- 4 pillows per bed (2 soft, 2 firm)
- Pillow protectors — all pillows
- Pillowcases — 2 per pillow
- 4 sets of sheets (fitted + flat, white recommended)
- 2 duvet covers or comforters per bed
- Throw blanket — 1
- Hangers — 12+
- Luggage rack
- USB outlet / charging station near nightstand
- Blackout curtains / window coverings
- Bedside lamp

■ Master Bathroom

- Bath towels — 2 per guest (white recommended)
- Hand towels — 2
- Washcloths — 2
- Bath mat
- Kleenex / facial tissue
- Toilet paper — 4+ rolls visible, extras stocked
- Trash can + trash bags
- Hand soap (dispenser)
- Body wash / shower gel
- Shampoo
- Conditioner
- Body lotion
- Blow dryer
- Shower squeegee (for glass doors)
- Plunger

■ *Makeup remover wipes or dark washcloths ★*

■ *Use travel-size or refillable dispensers — guests prefer individual/fresh supplies.*

■ Guest Bathroom

■ Bath towels — 2 per guest (white recommended)

■ Hand towels — 2

■ Washcloths — 2

■ Bath mat

■ Toilet paper — 4+ rolls visible, extras stocked

■ Trash can + trash bags

■ Hand soap (dispenser)

■ Body wash / shower gel

■ Shampoo

■ Conditioner

■ Body lotion

■ Plunger

■ *Makeup remover wipes or dark washcloths* ★

■ Hall Closet

■ Extra sheet sets (backup rotation) — 2 sets

■ 6–8 pool / beach towels

■ Extra blankets — 2

■ Extra pillow protectors

■ Laundry Room

■ Washing machine (operational)

■ Dryer (operational)

■ Iron

■ Ironing board

■ Laundry detergent (guest supply)

■ Dryer sheets

■ Lint roller

■ Laundry basket / hamper

■ Pantry / Storage

- Extra dish towels — 4
- Extra dish cloths — 4
- Extra trash bags (all sizes)
- Extra paper towels — 2 rolls
- Extra toiletry refills (shampoo, soap, conditioner)
- Extra toilet paper — 12+ rolls
- All-purpose cleaner
- Glass cleaner
- Bathroom disinfectant
- Mop or Swiffer
- Rubber gloves

■ Garage / Outdoor

- Bucket
- Broom + dustpan
- Heavy-duty plunger (spare)
- Lawn chairs — 4 minimum
- *Fire extinguisher — attached garage only ★*
- *Extra propane tank — if grill present ★*
- *Extra gas can — if applicable ★*
- *Grill + grill tools — if property has outdoor grill ★*
- *Outdoor table ★*
- *Pool / patio furniture — if applicable ★*
- *Basic tool kit (screwdrivers, hammer, pliers) ★*

■ Guest Experience

■ Printed house manual (appliances, rules, checkout)

■ WiFi instructions (printed, visible)

■ Thermostat instructions

■ TV / streaming login instructions

■ Local restaurant & activity guide

■ Checkout instructions (printed)

■ Guest welcome note

■ Lint roller — 1 in bedroom / living area

■ Flashlight + spare batteries

■ Extension cord / power strip — 1

■ *Umbrella (spare, for guests) ★*

■ *Bug spray — recommended for Florida properties ★*

■ *Sunscreen (travel-size, welcome touch) ★*

■ Standard item — should be present at all properties

■ ★ *Conditional item — stock only if applicable to this property*

Hastings Home Ventures · Short-Term Rental Property Management · The Villages, FL · This checklist should be reviewed at every new property onboarding and updated as needed.