



House Sitter's Assignment Completion Checklist

This checklist is for the house sitter's use prior to the return of the homeowner.

General

- Confirm arrival information with homeowner and if pickup from the airport is required.
- Complete Activity Log for House Sitters in preparation for the debrief.

House

Kitchen

- Remove old food from fridge and wipe down ensuring it is clean.
- Replace kitchen sponge.
- Replace perishables as discussed with homeowner (milk, eggs, bread, etc.).
- Remove personal items from kitchen.
- Clean the kitchen counters, stovetops, microwave, etc.
- Return any appliances or dishes you have used to where they came from.

Bedroom

- Fresh sheets and linens for owners bed.
- Wash used sheets and linens.

Bathroom

- Clean toilets.
- Remove your old soaps and toiletries.
- Clean basin and shower and both drains.
- Clean and replace towels.

General

- Vacuum, dust, sweep, and mop.
- Take out garbage.
- Replace owners items you have moved (consult photos for proper location).
- Replace fragile or breakable items you had tucked away (consult photos).
- Replace what you used, such as kitchen towel, garbage bags, etc.

Pets

- Give pets a good grooming and bath if necessary.
- Wash pet food and water bowls.
- Wash pet bedding and towels.

Pool and Garden

- Water plants and tidy up outdoor areas.
- General clean up around patio.
- Clean barbecue or grill.
- Clean pool strainer baskets and remove leaves from pool.

Automobile

- Fill up with gasoline/diesel.
- Dust and wash (if water usage is not an issue).

Other

- Complete any tasks that you agreed to do.
- Final sweep to ensure you did not leave any personal items behind.
- Get out of the way.

The Wow Factor

- Prepare a home cooked meal
- Flowers or gift
- Bottle of wine
- Thank you card
- Framed photographs of pets