

House Sitter Checklist and Information

by  TripSava



Before you leave

- ☐ Meet and greet with the house sitter and give a tour of house
- ☐ Complete the house sitter form
- ☐ Confirm dates and times and all arrangements with the house sitter
- ☐ Let house sitter know where to sleep (if staying) and if any areas are off limits

House preparation

- ☐ Be sure your house is clean and neat
- ☐ Empty your dishwasher, washing machine, and dryer
- ☐ Secure your valuables and anything personal in a safe or other safe place
- ☐ Make sure you have all cleaning and garbage supplies needed
- ☐ Leave anything needed during your absence, including any payments to be made, codes for alarm system, and manuals for appliances and electronics

My information

Phone number :	Email :
Date and time of departure :	Date and time of arrival :

Itinerary

Name of hotel or residence :	
Phone at location :	Dates at each location :

Emergency contact

Contact name :	Phone number :
Alternate contact name :	Phone number :
Main local emergency numbers (police – non emergency) :	

Location of

Cleaning supplies and garbage bags :	Fire extinguisher :	Electrical panel :
First aid kit :	Spare key :	Flashlight :

Pet Care

Use TripSava’s Pet Sitter checklist for more detailed pet care suggestions

Feeding :
Medication :
Veterinarian :
Bathroom times :

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Important Instructions

Garbage pickup day : <input type="radio"/> Sunday <input type="radio"/> Monday <input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday <input type="radio"/> Saturday
Recycling pickup day : <input type="radio"/> Sunday <input type="radio"/> Monday <input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday <input type="radio"/> Saturday
Location for garbage and recycling pickup :
Where mail and packages are delivered :
When to water indoor plants :
When to water garden :
How to use HVAC system, including your preferred settings :
How to use electronic and electrical devices :
Odd things about the house you need to know :
Where to leave the house key if leaving before I return :

Wi-Fi / Alarm

Router location :	Alarm panel location :
Network name :	Alarm code :
Wi-Fi password :	Security phone number :

Contractors

Alarm company :	House cleaner :	Gardener :
Electrician :	Plumber :	Pool cleaner :

Additional information

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