**Address:**

2335 N 81st Way

Scottsdale, AZ 85257

**Owners:**

Yu Lin (mother)

yulin1234@gmail.com

Andrew (son)

[andrew.phavichitr@gmail.com](mailto:andrew.phavichitr@gmail.com)

\*Both owners like to be involved and are on Whatsapp message threads. Yu Lin is very kind and sweet. She lives in Taiwan so is 12 hours ahead of us. It’s very important to her that guests enjoy their time. Andrew handles most of the day to day tasks. Andrew lives in San Francisco.

**Owner Airbnb account:**

Username : pyacholdings@gmail.com

Password: Phoen!x2025

**Listing photos:**<https://orders.picturemylisting.com/listings/019039e6-3aa0-70a4-bb28-0b2758060512/download-center>

**Airbnb listing:**   
<https://www.airbnb.com/rooms/1333739672543727333>

# Property Inspection Log:

**(SEE iNOTE)**

**Date of Notes:** XX

**Next Inspection Scheduled:** XX

* XX
* XX

# Restock strategy:

* Refer to iNote for restock links
* In addition to the essentials, we also provide:
  + “Forgot something” basket w/toothbrushes, toothpaste, mini lotions, tampax, pads
  + Coffee creamer, sugar, stevia, keurig pods, tea

# Guest Access

* **Access Code:**
  + **Schlage Smart Lock:** A unique code generated for each guest (access Smartlock in Hospitable “Devices”)
  + **Backup Key / Lock out strategy:**
    - (pending spare key to be sent by previous manager)
  + **Smartlock**
    - Admin code: 1115
    - Sharon code: 9868
* **Game room Cleaning closets (black cabinets):**
  + 0000 (let’s have handyman change this to last 4 of Sharon’s number, 9868)
* **Lockbox on inside cleaning closet in living room:** 
  + 1977

# Pool Technician & Heating:

# Pentair pool heater Website:

# (website, not a phone app) <https://prod-api.intellicenter.com/#/property>

# Brindy@airbrindy.com

# Desert25!

Pool cleaning company:

* Beyond Pool Cleaning
* Pool servicing day: Thursday
* [service@beyondpoolcleaning.com](mailto:service@beyondpoolcleaning.com)
* [bmsirrine@beyondpoolcleaning.com](mailto:bmsirrine@beyondpoolcleaning.com)
* 480-917-7003
* (We receive a weekly email with photos and notes)

From conversation with pool tech:

* Heater should be scheduled to be on any time the pool pump is on.
* If for any reason it’s off, we can go to the site above to turn on the pool heater and will remain on anytime the pump is on.
* The pool will only heat while the pump is on. If the pump is off, the pool is not heating.

# 

# Wi-Fi Information

* Network: N 81st Way
* Password: desertrose
* **Cox wifi log in:**
  + [brindy@airbrindy.com](mailto:brindy@airbrindy.com)
  + Desert25!

# House Notes

### Guest Guide

* Touchstay guest guide: <https://guide.touchstay.com/guest/bZBEok5DvgMr7>
* Guest Messaging Guide: [Google Doc Link](https://docs.google.com/document/d/16qBEfvNvXssen6w8ewwPsNpatKLuUd0dn8dHKpjoDGA/edit)

House Info & Essentials

* **Cleaning Supplies:** Vacuum and mop are in the **4th bedroom closet**.
* **Bedroom Layout:**
  + **Bedroom 4** is on one far side of the house, separate from the others.
  + **Bedroom 2** is located right off the living room.
  + **Bedrooms 1, 3, & 5** are in the hallway on the same side of the house.
* **Kitchen Essentials:**
  + Steel bowls, hand mixer, turkey baster, large platter, toaster, measuring cups/spoons, pizza cutter, masher, muffin tin, loaf pan, baking sheets, kettle, cocktail shaker set, personal Nutribullet blender.
* **Other Items:**
  + **Pump for air mattresses & pool floats** – in the cabinet above the washer/dryer.
  + **Pack ‘n Play** – in the closet with bunk beds.
  + **Pool vacuum** – must remain in the pool.
* **House Rules:**
  + No tape for decorations.
  + Extra messaging in place to remind guests to **keep noise to a minimum**.

### Trash & Recycling:

* Trash Pickup is Monday morning
* We do not have recycling
* \*Auto message is scheduled in Hospitable to send to guests \_\_\_\_\_\_ night to take out the trash

### 

### AC Filter Size & change frequency:

* **Air filter size:**
* 14x30x1

### Breaker Box:

* Breaker box is located \_\_\_\_\_\_\_\_

### Mail:

* Mail and packages should be able to be delivered to the house. The mailbox is out front and unlocked.

### 

### Commonly asked about amenities:

* **Heated pool:** 
  + Pool heating is FREE!
  + We have an electric pool heater. It is turned on from the months of October-April.
  + Please be advised that when temps drop below 50 degrees the heater cannot heat to a comfortable temperature.
  + We are unable to provide any refund if low temperatures prevent the pool from heating to the desired temperature.
* **Grill:** 
  + Propane
* **Backyard:** 
  + Yard is Fully fenced
  + Pool is NOT fenced
  + Gas grill and bar w/seating
  + 8x sun loungers, 1x round lounger plus outdoor sofa and chairs
* **Pack n play:** 
  + Yes, we have 1 pack n pllay
* **Coffee maker**:
  + Drip coffee
  + Keurig coffee
  + We provide Keurig pods
* **TV:** 
  + Smart TV? What apps?

### Pet Policy:

* No pets, no exceptions.

# Smart Home Devices:

### 

### Thermostat:

* Pending app connection

### 

### Security Camera:

* **Ring Camera**
  + Can access through our Ring app along with all our other Ring cameras
  + <https://account.ring.com/account/dashboard?l=all-cameras>
  + Requires 2 factor authentication (I will need to send you a code)
  + brindyjean@gmail.com
  + N3wday2022!
* **Location:** 
  + Front door (linked to app)
  + Backyard (2 cameras)

# 

# Cleaning:

* **Primary Cleaner:** 
  + Sharon Scott, (602) 366-9868 → Message through Cleaning Whatsapp group
  + Sharon is super knowledgeable of the house. Feel free to reach out to her with any questions.
  + Pay via ACH through Novo, $350 for normal clean

# Handyman / Maintenance:

* **Landscaping:**
  + Jessie Valenzuela (602) 334-3831
* **Pest Control**
  + Need to schedule
* **HVAC/Plumbing**
  + DeGeorge

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