**Address:**

3412 S Siesta Lane

Tempe, AZ 85282

# Property Inspection Log:

**Date of Notes:** XX

**Next Inspection Scheduled:** XX

(1/16) Feedback we need to ensure is not missed :  
  
 **•Coffee filters:** These should not have been missed, will make sure we have this.

* **Paper towels:** We are leaving 2 rolls of paper towels for every guest. There will always be guests who still say that this is not enough. We feel strongly that it is. Guests also have access to wash clothes under the sink and hand towels. Perhaps we can make this offering more clear in our guest guide so that guests know.
* **Deeper cleaning:** Breona has been doing deep cleaning as the schedule allows, and I’ll share this feedback with her. We also had two major dust and wind storms right before this guest arrived, which may have contributed. (I normally wouldn't mention a variable like this, but these were some big wind and dust storms!)
* **Washcloths:** We'll check to see if this is needed.
* What type is the thermostat

Notes from 11/10

* new container for coffee
* Need to deep clean grill
* Hang fire extinguisher outside and inside
* Owners on next visit: clean out spices, supplement/swap out dish ware. New plates/bowls. The plastic ones are meh
* Owners: advise not leaving alcohol for liability reasons
* Sign for how to use the stove with QR code to video from Kylie (what happened to the previous frame??)

Wifi

Southwest Wanderlust

desertlove

WiFi backup

Siesta Guest

Arizona2019

Mail key is on single key silver keychain in basket near garage. Along with keys to inside and garage storage units

\*we have 2 pack n plays at Siesta

\*key to turn on fire pit in in drawer left of sink

Shower filter:

<https://a.co/d/3zbdlTa>

<https://a.co/d/3AaDQGb>

Airbnb

| UN | siestapacificaaz@gmail.com |
| --- | --- |
| PW | r=Wonlw6ad!@ |

**Pool Maintenance:**

* Provider Pool daddy
* Website https://pooldaddyaz.com/
* Contact 602-380-4584
* Pool day Thursday
* First service 9/28

**Cleaner:**

Breona: +1 (224) 600-2164

Guest Guide:<https://www.canva.com/design/DAFxijj2rAo/ONVzpc1LQEQx1zele_ZQNQ/view?utm_content=DAFxijj2rAo&utm_campaign=designshare&utm_medium=link&utm_source=editor>

Guest Messaging Guide:

<https://docs.google.com/document/d/16qBEfvNvXssen6w8ewwPsNpatKLuUd0dn8dHKpjoDGA/edit?usp=sharing_eil_se_dm&ts=6601d840>

**TV:** Click the “Home” icon on the black Roku remote. If you decide to log in to any streaming platforms, ensure you log out before checking out.

**Pool lights:** it is out by the pool pump. There is an outlet and switch for the pool lights on the wall. The pool light switch has buttons that have timers.

**Patio lights:** The outside light switch is to the right of the big window in the dining room.

**Pool Maintenance:** The pool cleaners come every Thursday, usually in the morning and let themselves in through the side gate.

**Owner**: Eric & Kristie Azarela, Keven & Tiffany Mabey

**Cleaner:** Breona +1 (224) 600-2164 / email: breonajaramillo@gmail.com

**Handyman:** Jake +1 (602) 649-5150

**Airbnb login:** (This only needs to be used if we need to request reimbursement through an AirCover claim or access Airbnb support)

[siestapacificaaz@gmail.com](https://mailto:siestapacificaaz@gmail.com)

r=Wonlw6ad!@

**There are 2 grills at the property.** One built in connected to large propane tank and a smaller one with a small propane tank. If guests want to also use the smaller one, they may have to get the propane tank filled. The built in is the one to use.

**Cleaning closet keys:** Keys located in the welcome basket by the laundry room. Cleaning closet is the locked cabinet in the hallway.

Bryce - Handyman (Te...

-

+1 602-781-3698

-

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# Restock strategy:

* W&G?
* Any special items different to our standard?

# Guest Access

* **Access Code:**
  + **Schlage Smart Lock:** A unique code generated for each guest (access Smartlock in Hospitable “Devices”)
  + **Backup Key / Lock out strategy:**
    - XXX
* **Garage access:** 
  + xxx
* **Cleaning closet:**

# Wi-Fi Information

* **Network Name:** XX
* **Password:** XX
* **Notes:**
  + Internet provider
  + **Account Email:** XX
  + **Account Number:** XX

# House Notes

### Guest Guide

* XX
* **Guest Messaging Guide:** [Google Doc Link](https://docs.google.com/document/d/16qBEfvNvXssen6w8ewwPsNpatKLuUd0dn8dHKpjoDGA/edit)

### Good to know

* Pool light: There is an outlet and switch for the pool lights on the wall. The pool light switch has buttons that have timers.
* If the pool light is still not working, then it could be a tripped breaker. The breaker box is outside and guests can check here if there is a tripped breaker.
* Outside lights: There is a light switch directly right of the sliding glass door for the outside lights.

### Trash & Recycling:

* XX
* XX
* \*Auto message is scheduled in Hospitable to send to guests \_\_\_\_\_\_ night to take out the trash

### 

### AC Filter Size & change frequency:

* XX

### Breaker Box:

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

### 

### Mail:

* XX
* XX

### 

### Commonly asked about amenities:

* **Firepit:** XX
* **Grill:** Propane or charcoal?
* **Backyard:** Fully fenced? What amenities?
* **Pack n play:** Location. Sheets?
* **Coffee maker**: Type? Type of coffee provided?
* **TV:** Smart TV? What apps?

### Pet Policy:

* XX

# Smart Home Devices:

### 

### Thermostat:

* + **Device:** Google Nest thermostat
  + **Login:** Owner Eric has access to app and can adjust temp. If guests are having trouble, can ask Eric if he can check it out.

### 

### Security Camera:

* **Location**
* **Access:**
  + Access on a phone/iPad app
  + Log in info:

# Cleaning:

* **Primary Cleaner:** XX
* **Scheduling:** XX
* **Extra Jobs:** XX

# Handyman / Maintenance:

* **XX**
  + XX
* **Landscaping:**
  + XX
* **Pest Control**
  + XX
* **HVAC**
  + XX
* **Plumbing**
  + XX

# 