

# Owner's Checklist For New Tenants



Here is a checklist that a property owner should follow while renting a vacation rental to a new tenant:

## Streamlined Bookings



- Check your calendar before booking dates.
- Make sure to allow enough period after the checkout of previous guest for thorough cleaning.
- Collect identification proofs while signing the contract.

## Contract



- Provide a proper contract document at the time of booking.
- All the terms of agreement with the tenant should be mentioned.
- Make it a point to include do's and don't list with the contract.



## Preparing The Property

- The property should be properly cleaned and stocked with essentials.
- Make it a point to provide new sheets, pillow covers, linens and towels to new tenants.
- Offer a welcome basket with small tokens, coupons to nearby restaurants, a guide to local sites, etc.



[www.rentalmgmt.com](http://www.rentalmgmt.com)  
The Rental Management Company

14613 South Padre Island Drive,  
Corpus Christi, TX 78418  
Phone: (361) 949 - 9050