

Guest Room Inspection Report

Hotel: Rm #:

	OK	HSK	MAINT	ADDITIONAL COMMENTS
Outside entry door				
Inside entry door				
Windows				
Drapes				
Carpet				
Ceiling				
Walls				
Furniture				
Telephone				
Clock radio				
TV & video/game console				
Collateral pieces				
Artwork				
Light bulbs/shades				
Bed mattresses				
Bed linens/pillows				
Mirrors				
A/C				
Smoke detector				
Interior doors				
Cords bundled				
Waste baskets				
Bathroom – floor				
Bathroom – walls				
Bathroom - ceiling				
Bathroom – mirrors				
Vanity				
Hair dryer				
Sink & fixtures				
Toilet				
Tub surround				
Bath linen				
Toilet tissue				
Refrigerator				
Microwave				
Ice bucket				
Coffee maker				
Iron & board				
Hangers				
Closet				
Windows Secure				
Balcony Door Secure				
Fire Evac Sign				
Other:				