

INVENTORY TRACKING

Vacation Rental Unit: _____

Date: ____/____/____
Inspected By: _____

ITEM DESCRIPTION	TARGET QTY	ACTUAL	STATUS	NOTES / MAINTENANCE NEEDS
KITCHEN & DINING				
Dinner Plates (Set)	12	_____		
Coffee Maker / Nespresso	1	_____		
Silverware Sets	12	_____		
Non-stick Cookware Set	1	_____		
LIVING AREA				
Smart TV & Remotes	1	_____		

ITEM DESCRIPTION	TARGET QTY	ACTUAL	STATUS	NOTES / MAINTENANCE NEEDS
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Throw Blankets / Pillows	4	_____		
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BEDROOMS & LINENS

Bed Sheet Sets (Par)	3x	_____		
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Pillows (Hypoallergenic)	8	_____		
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Bath Towels (White)	16	_____		
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SAFETY & UTILITIES

Fire Extinguisher	2	_____		Check pressure gauge
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First Aid Kit	1	_____		Check expiration dates
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Sign-off: I confirm that all items have been inspected for damage and missing components.

Signature of Inspector