



## Bonjour & Bon Voyage

Name:		Address:		Date and Time:	
				OK	Comments
<b>Bonjour Package</b>					
A/C & Heat	Adjust thermometer				
Blinds	Open blinds/Curtains				
Restock	Toilet Paper/Paper Towel/Cleaning Supplies				
Electrical items	Plug in and reset				
Outdoor Furniture	Clean furniture and put out cushions				
All Rooms	Standard cleaning of all areas				
Clear Walkways/Driveways	Remove all debris from walkways/driveways/stairs				
Beds	Make beds with clean linens and sheets				
Bathroom	Clean Towels				
Indoor and Outdoor Potted Plants	Water				
Other	At your request				
<b>Bon Voyage Package</b>					
Refrigerator	Check expiration dates/remove old food/Light Clean				
Blinds	Close blinds/Curtains				
Laundry	Wash and store sheets and towels				
A/C & Heat	Adjust thermometer				
Electrical items	Unplug				
Outdoor Furniture	Bring in cushions				
Trash	Remove trash & bring in trash-containers after pick-up				
Security	Ensure all doors, windows and sliders are locked				
Other	At your request				

Note: Bonjour and Bon Voyage Packages will be combined when home is vacant less than 4 days. Client will be charged for Bonjour Package only.