

PROPERTY LISTING GIUDE SAMPLE

Location: NYC - Manhattan, 13th Street

Address: 1234 Park Ave, Apt #1

Type: (1) Bedroom Apartment

Listing Name (Example): Right at Home Pad

General Property Information

___ Max No. of potential guests that can stay at one time

___ Number of people living in the host home (not guests)

___ Size of the Room(s) _____ Sq. Ft or _____ Sq. Mt

___ Apartment _____ Sq. Ft or _____ Sq. Mt

Apartment Type & Specs

___ Duplex Apt/___Town House/___Condo

___ Guest house (detached or an separate area above/below the main home)

___ Approximate size of house/apt/room (room min size sq. ft. 10 ft x 10 ft)

___ Security Onsite (Doorman, Guard, Camera)

___ Gated Community

___ Adults ONLY (no kids under 16)

___ Maximum Number of guests (list 1-5...or more)

___ On what floor/How many flights in building?

___ Floor (1, 2, 3, ...)

___ Elevator, Walkup or on Street Level)

___ Single or double flights

___ Utilities not included (i.e. AC, provide payment & estimated cost information)

___ NO kitchen

Specific Apt/Room Information

___ Bedroom Type w/ bath attached or NO private bath

___ Master Bedroom w/ attached bathroom

___ Bedroom/Room for rent (appx size sq. ft. and/or sq. meters)

___ Bed Type Size (Per Rm ...twin/full/queen/king)

___ Desk & Chair (workspace)

___ Mirror in bedroom and/or ___ common area

___ Sofa/Couch (___ Qty, ___ full couch and/or ___ love seat)

___ Bedroom Door lock (Key or Electronic Entry)

___ Office and/or Den (common area to share)

___ Separate Office and/or Den (in apt/home)

Bathroom Specs

- Bathroom (Shower Only or Bathtub w/ Shower)
- Bidet (European Toilet Style)
- Jacuzzi in bathroom 'en suite'
- Bathroom Includes toiletries (soap, shampoo and lotion)
- NO hot water (typical in year-round tropical warmer climates)
- Hot water shower attachment heater (temperature controlled at the shower spout)

Specific Apt/Room Information

- No. of Bd Rm(s) that may be rented in the home
- Dining room area
- Dining table 2 seating 4 seating 6+ seating
- Living room (note if it has a Sofa Bed)
- A/C Ceiling Fans, Floor Fan
- Internet/Wi-Fi
- Microwave
- Hot Water Kettle
- Air Fryer/Toaster/Toaster Oven
- Full Kitchen (4 stove top burners)
- Kitchenette
- Portable stove tops (electric or gas, 2 or 4 burners)
- Minimal kitchen supplies
- Fully stocked kitchen for cooking and (1-4) guests
- Stovetop (2 or 4 burners and/or Oven)
- Propane Gas Tank (not a traditional gas line)
- AC (ALL Bedrooms, Bedroom, Common Area)
- Closet (incl size: small, medium or walk in)
- Washer
- Dryer
- Washer & Dryer (separate or combo)
- Laundry facility in building FREE Paid
- Laundry facility nearby FREE Paid
- Clothesline (private or shared)
- TV in room
- TV in shared common space
- Cable/ Netflix/ Prime/ Disney/ Other _____
- Balcony/Terrace/Porch
- Street Parking
- Parking Incl. (quantity garage spots, driveway)
- Parking Available (Cost)

Miscellaneous

- ___ Pets allowed (Service Dogs NOT INCLUDED - List breed or size limits)
- ___ Garbage disposal in building, outside access, w/ separate recycling
- ___ 120 Electricity Voltage
- ___ 220V Electricity Voltage

Amenities:

- ___ sauna,
- ___ jacuzzi,
- ___ steam room,
- ___ kids park/community park,
- ___ dog park,
- ___ garden on the grounds
- ___ business area,
- ___ Pool (outside or inside)
- ___ Pool (normal or heated)
- ___ Gym (in apartment or in the building)
- ___ View (apartment or room has a view)
- ___ Near a beach (within 5-10 mins)
- ___ Location requires a car (or taxi access)
- ___ Walkable location (i.e.: close to a eateries and a supermarket)
- ___ Near Transportation i.e. Bus/Train (walking distance)
- ___ Distance from airport(s) _____ hrs./miles
- ___ Airport P/U (___ cost/ ___ included)
- ___ Cleaning service for long stays (___ included/ ___ cost)
- ___ *Additional Features (bicycle(s) available, host tours, car rental, etc.)
 - *costs to be listed or discussed.

Note: Loft apartments aren't one room studios; the definition of a loft has the typical square footage (min 600 sq ft) without walls or full dividing walls with a door.

LISTING REQUIREMENTS:

Please include all the details, as listed in the sample provided, to deliver the most accurate listing. What makes Other Home Keys different is that **we require complete details** and **promote fully vetted listings**, that promotes quality listings, guest satisfaction, good communication, to create a satisfied client, best business practice and a profitable business model. Our listings aim for QUALITY over quantity.

We promote fair practice. If technical issues occur, the renter must address the issue immediately, unforeseen issues that aren't fixable **may require a partial refund; these terms** MUST BE WRITTEN IN THE vacation/short term CONTRACT RENTAL AGREEMENT.