

NACCOM's Hosting Good Practice Guide: Part 2

Appendix 5

Hosting Property Check List

Address _____

Name of Owner/Occupier _____

Contact Number _____

Email Address _____ WiFi: Yes No

Property checklist for _____, to be completed by _____

This checklist is to satisfy _____ about the accommodation that has been offered by a host: that it is safe and secure and has the facilities that we are seeking from the host household.

This checklist covers:

1. Safety
2. Facilities
3. Pets
4. General comments

1. Safety Issues

Working smoke alarms Yes No

Permission for referral for home safety check Yes No

Gas safety certificate _____

Carbon monoxide alarm _____

Access into house – number of steps _____

2. Facilities

Guest's bedroom

Size of room _____ What floor is it on _____

Bed size _____ Storage space _____

Bathroom

Lock on bathroom Yes No Bath/shower _____

What floor is it on _____

Kitchen

Storage space for guest food Yes No Cooker/hob and type _____

Washing machine Yes No

Communal living areas

Rooms to be shared _____

Communal TV Yes No

3. Pets (Complete for each individual pet)

Type 1st _____

Temperament: boisterous / playful / jumps up / affectionate / hides / nervous / obedient / docile / likes people

Animal reaction to visitors _____

Other pets _____

4. General Comments- state of repair/cleanliness/accessibility issues

Observations including _____

any reservations

Issues to be addressed _____

Signed

Date