

The alpine rental readiness checklist

A practical guide from Bleu Concierge

Use this checklist before your next guests arrive or when reviewing your rental for a new season. Mark each item Done, To do or Not applicable. Give unfinished tasks a responsible person and a date. Work through the actual property and listing rather than answering from memory.

Your listing

- | | |
|--------------------------|---|
| ☐ | The photographs show the current rooms, furniture and available facilities. |
| ☐ | Each sleeping space is described, including sofa beds and shared rooms. |
| ☐ | The seating, dining places and storage suit the advertised setup. |
| ☐ | Parking, steps, lift access and the route to the property are explained. |
| ☐ | Ski access is described accurately, including any relevant conditions. |
| ☐ | The amenities list matches what guests will actually find. |

Your booking calendar

- | | |
|--------------------------|---|
| ☐ | Open dates and existing reservations are correct. |
| ☐ | Minimum stays and arrival rules match your intentions for those dates. |
| ☐ | You have tested a full-week search and a shorter stay where appropriate. |
| ☐ | Cleaning and linen arrangements support the arrival days offered. |
| ☐ | The person managing bookings knows how readiness will be confirmed. |
| ☐ | Rental pricing and the handling of cleaning funds are understood by the responsible people. |

Your arrival instructions

- | | |
|--------------------------|--|
| ☐ | The address, map pin and correct entrance have been checked. |
| ☐ | Unloading and overnight parking are explained separately. |
| ☐ | The route from parking to the door is clear, including steps. |
| ☐ | Access equipment works and current credentials are sent privately. |
| ☐ | Essential instructions can be saved before travel. |
| ☐ | A contact and fallback arrangement exist for access problems. |

Your property and changeover

- | | |
|--------------------------|---|
| ☐ | Cleaning, replenishment and fault reporting have separate instructions. |
| ☐ | Bedding, towels, cookware and crockery are clean and in suitable condition. |
| ☐ | Equipment has been checked using the appropriate instructions. |
| ☐ | Essential faults have been resolved by the appropriate person. |
| ☐ | Supply levels and responsibility for reordering are clear. |
| ☐ | A completion message confirms readiness before arrival. |

Your guest information

☐	Wi-Fi and help details are easy to find.
☐	Heating and appliance instructions match the installed equipment.
☐	Ski storage and waste locations are explained clearly.
☐	Departure instructions are short and consistent with booking information.
☐	Changing local information links to current official sources.
☐	Printed and digital instructions match and show an updated date.

A practical improvement exercise

Walk through arrival, unpacking, making a drink and preparing for bed. Record three moments where a guest would have to guess or search. Choose an action for each before adding optional extras.

Issue 1

Issue: _____

Action and person responsible: _____

Complete by: _____

Issue 2

Issue: _____

Action and person responsible: _____

Complete by: _____

Issue 3

Issue: _____

Action and person responsible: _____

Complete by: _____

Keep the process useful

After each stay, record a useful question, fault or piece of feedback and decide whether the checklist needs changing. Review booking rules as available dates change. Recheck the full property before a new season or after a long empty period.

More practical reading: visit the Owner Guides section at bleuconciergerie.com/owner-guides.php
 Bleu Concierge | contact@bleuconciergerie.com