

# CHBO Inventory Checklist

This checklist will help you prepare your unit to be CHBO Complete.

## Bedrooms

Closets and drawers need to be empty and clean.

### **Furniture:**

- ☐ Bed
- ☐ Headboard
- ☐ Dresser
- ☐ Night Stands

### **Linens:**

- ☐ Bedspread
- ☐ Blanket
- ☐ Mattress Pad
- ☐ Sheets (2 Sets)
- ☐ Pillows
- ☐ Pillow Cases (2 Sets)

### **General:**

- ☐ Hangers
- ☐ Laundry Baskets
- ☐ Lights (Lamp)

## Bathrooms

Quantity of towels must be twice the number of occupants and matching sets. Full bath must include a shower, toilet and sink.

### **Towels:**

- ☐ Bath
- ☐ Hand
- ☐ Face
- ☐ Bath Mat

### **General:**

- ☐ Plunger
- ☐ Shower Curtain
- ☐ Soap Dish
- ☐ Toilet Brush
- ☐ Trash Can

## Living Room/Area

### **Furniture:**

- ☐ Sofa
- ☐ Coffee Table
- ☐ End Table
- ☐ Chair

### **General:**

- ☐ Art/Pictures
- ☐ At least a 32 Inch HD Smart TV
- ☐ Bluetooth Radio
- ☐ Lights (Lamp)

## Dining Room

Quantity of chairs must be 4 minimum or reflect the number of occupants.

### **Furniture/General:**

- ☐ Table and Chairs
- ☐ Lights (Lamp)
- ☐ Art/Pictures

## Kitchen

### **General:**

- ☐ Blender
- ☐ Broom and dust pan
- ☐ Coffee Maker/Keurig
- ☐ Dishwasher
- ☐ Fire Extinguisher
- ☐ Mop
- ☐ Microwave
- ☐ Mixer
- ☐ Refrigerator w/Ice Maker
- ☐ Oven
- ☐ Scissors
- ☐ Stove
- ☐ Toaster/Toaster Oven
- ☐ Trash Can

### **Drinking:**

- ☐ Glasses (Large/Small)
- ☐ Coffee Mugs
- ☐ Wine Glasses

### **Plates:**

- ☐ Plates (S&L)
- ☐ Bowls
- ☐ Serving Bowl

### **Cutlery:**

- ☐ Cutlery tray
- ☐ Forks
- ☐ Spoons
- ☐ Knife Set
- ☐ Knives (Reg&Steak)

### **Cooking:**

- ☐ Baking Dish
- ☐ Broiler Pan
- ☐ Can Opener
- ☐ Colander
- ☐ Cookie Sheet
- ☐ Corkscrew
- ☐ Cutting Board
- ☐ Fork/Tongs
- ☐ Grater
- ☐ Ice Cream Scoop
- ☐ Ladle
- ☐ Measuring Spoon & Cup Set
- ☐ Mixing Bowls
- ☐ Pizza Cutter
- ☐ Salt & Pepper Shakers
- ☐ Spatula's - Flipper & Scraper
- ☐ Spoon - Cooking & Slotted
- ☐ Tupperware
- ☐ Utensil Holder
- ☐ Vegetable Peeler
- ☐ Water Pitcher

### **Pots & Pans:**

- ☐ Frying Pan (Large/Small)
- ☐ Sauce Pot (Large/Small)
- ☐ Pasta Pot (Large)

### **Linens:**

- ☐ Dish cloth
- ☐ Dish Towel
- ☐ Pot Holder
- ☐ Placemats

## Laundry/Other

### **Laundry:**

- ☐ Iron
- ☐ Iron Board
- ☐ Vacuum
- ☐ Washer & Dryer

### **Other:**

(These items are optional)

- ☐ Light Bulbs
- ☐ Snow Shovel
- ☐ Fan
- ☐ Air Fryer
- ☐ Rugs

**The property must include all utilities, cable/streaming setup including local channels and strong wifi internet to qualify to be CHBO Complete.**