

LTA MINIMUM REQUIRED INVENTORY

Property Address _____ Unit # _____ Date _____

Property Sleeps _____ Persons _____ # of Beds _____ # of Bathrooms _____

Lake Tahoe Accommodations, Inc has adopted certain quality standards to assist in the promotion of your property as a first class rental accommodation in our rental program. In general, your property should be decorated in a warm, comfortable and tasteful manner. Furniture should be sturdy and comfortable as well as in a clean, unworn condition of excellent quality and must be adequate to meet the needs of the number of persons the property will sleep. All carpeting and floor coverings should be clean, unworn and professionally installed. All wood and painted surfaces should be maintained in like-new condition. Window coverings should be clean and functional. In order to maintain our standards of excellence, we require that you comply with the following inventory standards.

BATH LINEN REQUIREMENTS

<u>ITEMS</u>	<u>REQUIRED</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Bath Towels (4 per person)	_____	_____	_____
Hand Towels (4 per person)	_____	_____	_____
Wash Cloths (4 per person)	_____	_____	_____
Bathmats (2 per Bathroom)	_____	_____	_____
Suction Cup Tub Mats (1 per Bathroom)	_____	_____	_____

BED LINEN REQUIREMENTS

<u>ITEMS</u>	<u>REQUIRED</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Mattress Pads (1 per Bed)	_____	_____	_____
Bed Sheets (2 Sets per Bed)	_____	_____	_____
Pillows (1.5 per person/replace every 2 yrs)	_____	_____	_____
Pillow Cases (2 per Pillow)	_____	_____	_____
Pillow Protectors (1 per Pillow)	_____	_____	_____

KITCHEN GENERAL REQUIREMENTS:

Clean and easy to maintain tile, vinyl or kitchen quality carpeting. High quality appliances including self-cleaning oven, four burner range, microwave oven and frost free refrigerator. Dishwasher and icemaker are highly recommended.

KITCHEN INVENTORY

<u>ITEMS</u>	<u>REQUIRED</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Cookbook	1	_____	_____
Waste Basket	1	_____	_____
Coaster Set	1	_____	_____
Trivets/Hot Pads (Counter)	2	_____	_____
Pot Holders	8	_____	_____
Kitchen Towels/Dish Cloths	8 Each	_____	_____
Table Pad (to protect table)	1	_____	_____
Table Cloths (2)&/or Mats(2 sets of mats)	either/or	_____	_____
Cutting Board	1	_____	_____
Drain Rack w/Tray	1	_____	_____
Tea Kettle	1	_____	_____
Juice Pitcher	1	_____	_____
Serving Dish & Tray	1	_____	_____
Ice Trays	3	_____	_____
Ice Bucket	1	_____	_____
Salt & Pepper Shakers	1 Set	_____	_____
Butter Dish	1	_____	_____
Mixing Bowls (set of 3)	1 Set	_____	_____
Measuring Cups	1 Set	_____	_____
Measuring Spoons	1 Set	_____	_____
Assorted plastic cooking utensils	_____	_____	_____

KITCHEN INVENTORY CONT.

<u>ITEMS</u>	<u>REQUIRED</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Salad Bowl Set (bowls & utensils)	1 Set		
Colander/Strainer	1		
Cheese Grater	1		
Pie Plate	1		
Whisk	1		
Pastry Brush	1		
Tongs	1 Pair		
Baking Spatula	3		
Ladle	1		
Vegetable Peeler	1		
Wooden Spoon	1		
Cork Screw	1		
Can Opener	1		
Kitchen Knife Set in Block w/Sharpener	1 Set		
Plates (2 per person)			
Salad Plates (2 per person)			
Cereal Bowls (2 per person)			
Dinner Forks (2 per person)			
Salad Forks (2 per person)			
Knives (2 per person)			
Teaspoons (2 per person)			
Tablespoons (1 per person)			
Coffee mugs (1 per person)			
Water Glasses 12oz (2 per person)			
Bar Glasses 6oz (2 per person)			
Wine Glasses (2 per person)			
Pot & Pan Sets (3 sizes/excellent condition)	1 Set		
Frying Pan Set (3 in excellent condition)	1 Set		
Casserole Dish Set (set of 3)	1 Set		
Roasting Pan	1		
Large Spaghetti Pot	1		
Cookie Sheet	1		
Cake Pans	2		

KITCHEN APPLIANCES

<u>ITEMS</u>	<u>REQUIRED</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Drip Coffee Maker	1		
Microwave Oven	1		
Electric Mixer	1		
Toaster	1		
Blender	1		

LIVING AND DINING ROOM

<u>ITEMS</u>	<u>ON-HAND</u>	<u>NEEDED</u>
Sofa and Comfortable Chairs		
Coffee Table and End Tables		
Adequate Reading Lamps		
Wall Decorations		
Dining Room Table and Chairs		
Bar Stools (if applicable)		
TV W/Remote 20" or Larger (W/extended Cable Service)		
DVD and VCR with inexpensive Movie Library		
Stereo W/CD Player		
Games and Books- update old games		

