

Hotel Room Inspection Report Form Sample

The **hotel room inspection report form sample** is a crucial document used to ensure cleanliness and maintenance standards are met. It helps staff systematically check every aspect of the room, from amenities to hygiene. This form enhances guest satisfaction by maintaining high quality room conditions.

Guest Room Information

Room Number	<input type="text"/>	Date	<input type="text"/>
Inspector Name	<input type="text"/>	Housekeeper Name	<input type="text"/>

Inspection Checklist

Item	Condition	Remarks
Bedding (Clean, arranged)	Pass <input type="button" value="▼"/>	<input type="text"/>
Bathroom (Cleanliness, amenities stocked)	Pass <input type="button" value="▼"/>	<input type="text"/>
Floors (Vacuumed, mopped)	Pass <input type="button" value="▼"/>	<input type="text"/>
Furniture (Dust-free, arranged)	Pass <input type="button" value="▼"/>	<input type="text"/>
Electricals (TV, Lights, AC functional)	Pass <input type="button" value="▼"/>	<input type="text"/>
Minibar/Water (Stocked, sealed)	Pass <input type="button" value="▼"/>	<input type="text"/>
Windows/Curtains (Clean, working)	Pass <input type="button" value="▼"/>	<input type="text"/>
Trash Bins (Emptied, clean)	Pass <input type="button" value="▼"/>	<input type="text"/>

Additional Comments

Enter any additional issues or comments here

Inspector Signature	Date	Housekeeper Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>