

PRODUCT CHECKLIST

PROPERTY NAME: _____ DATE: _____

PROPERTY ADDRESS: _____

CITY: _____ STATE: _____ COUNTRY: _____ ZIP _____

CONTACT NAME: _____ POSITION: _____

PHONE: (_____) _____ EMAIL: _____

QTY. LOBBY

- ____ Carpet
- ____ Furniture
- ____ Coffee Maker
- ____ Flat Screen TV: Size _____
- ____ Wall Art: Theme _____
- ____ Holiday Decorations

QTY. STAFF

- ____ Corporate Gifts
- ____ Employee Incentives
- ____ Gourmet Gift Baskets
- ____ Company Outings
- ____ Corporate Retreat
- ____ Holiday Gifts / Giveaways

QTY. GIFT SHOP

- ____ Theme Gifts: Theme _____
- ____ Umbrellas
- ____ Snorkel Products
- ____ Fishing Products
- ____ Products w/Company Logo
- ____ Sandals
- ____ Sunglasses
- ____ Sun Lotion
- ____ Snacks

QTY. RESTAURANT

- ____ Commercial Ice Machine
- ____ Serving Ware
- ____ Furniture
- ____ Equipment

QTY. BAR

- ____ Glasses
- ____ Liquor

QTY. HALLWAY

- ____ Carpet
- ____ Ice Machines
- ____ Vending Machines
- ____ Wall Art: Theme _____

QTY. SPA & GYM

- ____ Gift Products
- ____ Robes
- ____ Towels
- ____ Sauna & Steam Rooms
- ____ Work-out Machines

QTY. GOLF THEME

- ____ Snacks
- ____ Gifts
- ____ Towels
- ____ Tournament Giveaways

QTY. CASINO THEMED

- ____ Event Giveaways
- ____ High Roller Gifts

QTY. IN-ROOM

- ____ Amenities
- ____ Towels- Bath: Size _____
- ____ Towels - Hand
- ____ Towels – Washcloths
- ____ Pillows: Size _____
- ____ Mattress: Size _____
- ____ Bed Bug Covers
- ____ Linens: Size _____
- ____ Thread Count _____
- ____ Comforters: Size _____
- ____ Full Room Quotes
- ____ Carpet
- ____ Wall Art: Theme _____
- ____ Alarm Clock Radio
- ____ Flat Screen TV's: Size _____
- ____ Lamps
- ____ Robes & Slippers
- ____ In Room Safes
- ____ In Room Microwaves
- ____ In Room Coffee Machines
- ____ Turn Down Snacks
- ____ Welcome Snacks / Gift Baskets

QTY. OUTSIDE

- ____ Pool Towels
- ____ Hammocks
- ____ Watersport Products
- ____ Furniture
- ____ Large Umbrellas

QTY. PROMOTIONAL

- ____ Unique
- ____ Mini Flashlights
- ____ Umbrellas
- ____ Hats
- ____ _____

QTY. ADDITIONAL

- ____ _____
- ____ _____
- ____ _____
- ____ _____
- ____ _____

JENS HOSPITALITY

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