## OFFICIAL

## Flat 2 702 Edgefauld Road, Glasgow, G21 4NB

## **Operational plan**

All bookings made and managed via Airbnb website.

Day before arrival guests contacted and advised of check in time of 3.00pm

Check out time on departure day is 10.00am

Maximum of 4 guests allowed in one booking. Minimum 3-night booking.

Guest screening and information gathered before booking confirmed.

Guests advised to be respectful and no anti -social behaviour i.e. parties will not be tolerated when staying in flat.

Guests advised of recycling and disposing of any trash in the correct manner during stay. Any large items of trash left upon check out will be disposed of by owner in responsible manner (disposing at local tip if required).

Regular cleaning and maintenance of flat completed weekly.

Ring doorbell installed at property and monitored by owners.