



# The GuestBook Host Welcome Letter Template For Your Guests

**Great hospitality makes profitable hosts.**

GuestBook is the only vacation rental, hospitality and property management software that empowers hosts to better manage their properties and reservations, supports turnover and maintenance operations, and provides your guests with a world-class experience, in a fully integrated solution.

[www.useguestbook.com](http://www.useguestbook.com)



**[Street]**

**[City], [State] [Zip code]**

Dear **[Insert guest name]**,

Welcome to our home! We are very excited for you to stay here and hope that you enjoy your time in **[Insert city]**. Please feel free to let me know if you need anything or if you have any concerns. I am here to assist you in any way that I can.

## Overview

Basic amenities have been provided including **[Insert amenities provided]**. You also have full access to our washer and dryer if you need to do laundry. Extra towels can be found **[Insert location]**. Our kitchen is at your disposal. Feel free to use our cooking ware, utensils, and appliances as needed. We have plenty of storage space available for groceries. Please put your dishes in the dishwasher after use.

**[Insert paragraph regarding TV access including channels or directions on how to use smart TV.]**

Our home is a non-smoking environment. If you need to smoke, please do so outside and dispose of your cigarettes afterward.

## Parking

Please park your vehicle **[Insert instructions on where guest can park vehicle]**

## Getting Around

The closest grocery store is a **[Insert grocery store name]** that is approximately **[Insert distance]** miles away. It is located at **[Insert grocery store address]**. There are also a number of different shops, banks, bars, and restaurants nearby. Please let us know if you are searching for a specific type of store or restaurant, and we can point you in the right direction!

**[Insert several different location attractions that you think guests might like, including their type, name, and address or distance from the Airbnb rental location.]**

LOCAL TIP: **[Insert local tip that guests might be interested in knowing.]**

## Internet Access

Our home has high-speed Internet access that you may connect to via wireless. The SSID is **[Insert router name]** and the password is **[Insert password]**. Let us know if you have any issues connecting to the router.

## Pets

**[If you have a pet on the premises, use this paragraph to describe your pet and if you have any special instructions for him or her. Make sure that your guest knows you have an animal in the house, otherwise it might come of a surprise.]**

## Checkout Instructions

We kindly ask that you checkout of the house before **[Insert checkout time]**. This will ensure that we have time to properly clean the house in preparation for other guests checking in. **Let us know** if this is going to be a problem and we will try to make arrangements that better suit your timeline. When you checkout, please leave your house key **[Insert where guest should leave key]**.

Thank you!

Once again, thank you for staying with us. We sincerely hope you enjoy your time in **[Insert city name]**. Do not hesitate to contact us if you need anything or have any questions. It is our goal to provide you with the best Airbnb experience possible.

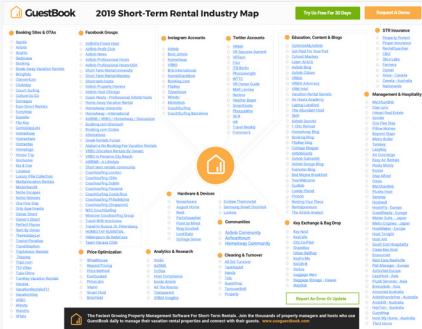
Sincerely,

**[Insert your name]**

Mobile: **[Insert your phone number]**

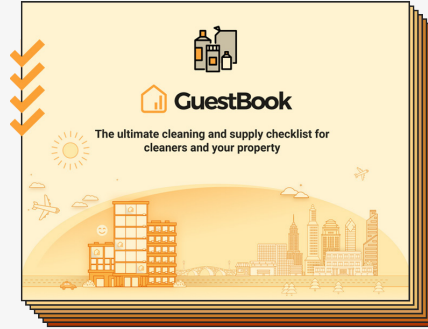
Email: **[Insert your email address]**

# More Great Resources



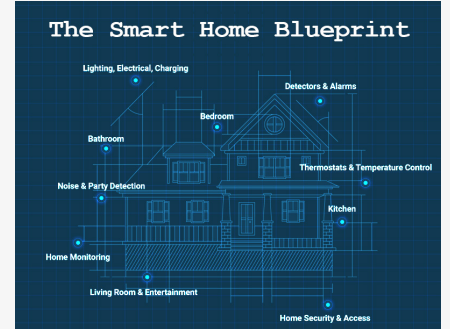
## The 2019 Short-Term Rental Industry Map

GuestBook has updated our 3rd annual short-term rental industry map with the most up to date look at the industry. 13 Categories, 248 Live Links Including: Booking Sites, Instagram Accounts, Twitter Accounts Industry Blogs, Facebook Groups, Services and more...



## The Ultimate Cleaning Checklist

Stop getting bad reviews about your cleaning. This fully loaded checklist will ensure that you get a consistent and thorough clean every single time. All rooms, 56 cleaning items, 26 supply suggestions.



## The Connected Smart Home Blueprint

There are thousands of smart devices out there these days. Choosing the right combination of products for your rental can be challenging. However, the right selection can give you the freedom to move about your life.



## The Perfect Welcome Letter Template

A simple, informative and welcoming letter and / or email could make all the difference to a first-time guest. Let them know you're expecting them and give them all the rules and instructions for your property.



## Global Short-Term Rental Regulations

Want to know which countries, states, cities and local municipalities have short-term rental regulations?

Use our interactive map to zoom in on any area around the world where a pin is located and click on it to learn more about a specific location and local news updates. This map updates regularly.



## Case Study: How Susan Bisnoff from HostyMosty uses GuestBook to run her property management business.

Introducing HostyMosty, a full service vacation property management company. HostyMosty takes the pressure off busy people like you to manage the multiple bookings that you should anticipate.