

Room Amenity Restocking Checklist

Room Number:

Amenities Checklist

Item	Restocked	Notes
Bottled Water	<input type="checkbox"/>	
Coffee/Tea Supplies	<input type="checkbox"/>	
Toiletries (Shampoo, Conditioner, Soap)	<input type="checkbox"/>	
Toilet Paper	<input type="checkbox"/>	
Fresh Towels	<input type="checkbox"/>	
Bathrobe/Slippers	<input type="checkbox"/>	
Facial Tissue	<input type="checkbox"/>	
Mini Bar Snacks	<input type="checkbox"/>	
Laundry Bag	<input type="checkbox"/>	
Stationery Set / Notepad	<input type="checkbox"/>	

Additional Notes:

Staff Name:

Date: