

The No Guest Room Checklist

Free fixes first, then measure, then add only what you need

1. Before They Arrive

- Decide who sleeps where: guest gets the bed, I take the couch, or a floor mattress in the living room.
- Move your own work stuff and chargers out of the guest area.
- Clear one drawer and one closet shelf for their things.
- Pack a guest basket with things you already own: towel, spare charger, water bottle, toothbrush.
- Text a friend to borrow an air mattress before you buy anything.

2. Measure Your Space

Spot	Measure	Your number
Sleeping floor	Open floor length and width (a twin mattress is about 75 x 39 in)	
Privacy corner	Width the screen needs to open and the spot it can stand in	
Clothes spot	Floor corner for a small rolling rack (about 46 x 18 in)	
Storage after	Closet, behind-couch or under-bed space for folded items	
Lease rules	Whether you can borrow or store furniture and bedding	

3. Morning Plan

- Agree who showers first the night before.
- Keep the kitchen counter clear for coffee.
- Give guests a spot for their phone and charger.
- Fold or roll away the bed so the living room works again by day.
- Leave a spare key or door code written down.

4. Match the Problem to the Fix

Problem	Try this	Check first
Nowhere to sleep	Folding floor mattress	Floor space and where it will be stored
No privacy in the living room	Folding privacy screen	Open width and the spot to stand it

Suitcase takes over the floor	Rolling clothes rack with a shelf	Corner space (it is about 70 in tall)
Not sure yet	Do the free fixes first	Host one night and see what is missing

5. After They Leave

- Wash the sheets and towels.
- Fold the mattress and screen and put them away.
- Write down what was missing for next time.

6. Guest Budget

Item	Budget	Priority (1 to 3)	Bought?
Folding floor mattress			
Folding privacy screen			
Rolling clothes rack			
Total			