

BATHROOMS	P	NI	F	COMMENTS
Fixtures (commode, sink, shower/tub)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate shelf or surface space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mirror with lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical outlet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Towel rods/pegs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-skid tub or shower material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Window coverings (privacy) (unless bathroom is part of bedroom)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Privacy closure on door	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drinking cups/glasses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wastebasket	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Towels (bath/hand/wash)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Toilet tissue and spare	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Individual soaps or liquid soap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clothes hook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-skid area rugs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate hot water and heat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
GENERAL BUSINESS POLICIES				
Brochure/advertising (accurate representation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Appropriate licenses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Written cancellation policy provided listing all charges and fees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WV Health Dept. permit (if available)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Guest register for past 12 months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
UTILITIES AND FACILITIES				
Smoke detector in guest rooms & halls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency lighting in bedrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency lighting on fire escape route	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate heating and cooling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency egress from each floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heat protectors as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Visible fire extinguisher on each floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ADDITIONAL RECOMMENDATIONS				
Telephone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
TV available to guests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reading material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First aid supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Facility information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local information/activities/restaurants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smoke/heat detector in kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Food handler's card	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Water test if not city water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reviewed by _____ Date _____				
Preliminary approval <input type="checkbox"/> Yes <input type="checkbox"/> No Follow-up required <input type="checkbox"/> Yes <input type="checkbox"/> No				
<i>If "No," applicant has 90 days to comply to standards as per inspection review sheet.</i>				
Final approval at next board meeting. <i>Return to WVBBBA with cancellation policy and brochure</i>				