



Rodent management checklist for hospitality and lodging properties

An encounter with a rodent can have a negative impact on your guest experience. Rodents not only pose health and safety hazards by spreading potentially harmful pathogens, they can also cause costly damage to structures and equipment, and result in decreased RevPAR, negative reviews, and possibly generate unwanted publicity.

Help deter rodents from your premises. **Get started today with our helpful checklist.**

Daily tasks

- ☐ Clean up food debris as quickly as possible. Pay special attention to areas such as kitchens, breakfast or dining areas, restaurants, lobbies and lounges, pools, gyms, and employee break rooms.
- ☐ Inspect any food displays for signs of rodent activity, such as gnawed food or packaging. This includes snack pantries, bar areas, or coffee shops.
- ☐ Vacuum at least once daily, more often in high traffic areas and/or those that may have food spills.
- ☐ Empty interior trash cans a minimum of daily, more often in high-traffic areas. Trash should be sealed in tied bags and removed to an appropriate exterior dumpster, compactor, or trash room.
- ☐ During routine housekeeping and maintenance, have staff inspect escutcheon plates around drains. Damaged plates should be reported to maintenance or engineering.
- ☐ Repair any leaks immediately. Rodents can be attracted to liquid.
- ☐ Remind staff to report signs of rodent activity, such as droppings or gnawed boxes, wiring, or food.
- ☐ Inspect centralized indoor trash areas, such as trash chutes and trash rooms. Pick up debris, clean up spills, and remove overflow.
- ☐ Inspect exterior common trash cans. Batzner Pest Control recommends the use of self-closing lids.
- ☐ Use signs to remind staff and guests to keep doors closed when not in use. Rodents can easily enter through open doors.
- ☐ Inspect incoming deliveries for signs of rodent activity. Break down pallets and look at packaging.
- ☐ Ensure that all pest control devices are accessible to your pest management provider.
- ☐ Allow your pest service technician unrestricted access to all areas. Restricting access can hamper service quality.

BAT100217 06.2026

Weekly tasks

- ☐ If guest rooms are not cleaned daily, be sure that housekeepers visit a minimum of once per week and inspect for/note any signs of rodent activity or conditions that could attract them.
- ☐ Inspect these areas for signs of rodent activity:
 - Food storage areas
 - Employee break rooms
 - Vending machines and vending areas
- ☐ Inspect and clean dumpster areas to remove debris not properly placed in the dumpster.
- ☐ Have dumpsters cleaned and emptied a minimum of weekly.

Monthly tasks

(Some tasks in this category may need to be performed more frequently, dependent on property size and traffic flow.)

- ☐ Have pest management service performed at least monthly.
- ☐ Check all exterior doors for door sweeps. Install if needed and replace damaged/worn sweeps.
- ☐ Be sure that any automatic doors are in good working order and close properly.
- ☐ Inspect the following areas for signs of rodent activity, such as droppings, gnawing, and grease marks. Your pest management company should be able to do this as part of their routine service.
 - Mechanical, boiler, server, or electrical rooms
 - Non-food storage areas
 - Employee personal item storage areas
- ☐ Inspect exterior grounds to look for rodent burrows or unusual holes in the ground. Report these to management or your pest management provider.
- ☐ Maintain landscaping to provide a vegetation-free perimeter of no less than 12 inches from any structure to discourage rodent harborage.
- ☐ Check that any rodent bait stations in dumpster areas or trash enclosures are intact and have not been damaged during trash pickup.
- ☐ Inspect for holes in block walls of dumpster enclosures and the main facility, if applicable. Repair if damaged, as holes can harbor rodents.
- ☐ Ensure dumpster drain plugs are in place. If not, have dumpsters replaced.
- ☐ Inspect area around pools for gaps and crevices that may need to be repaired. Maintain landscaping in these areas to prevent the development of rodent harborage. This is especially important in any off-season.

Semi-annual tasks

- ☐ Perform staff training to ensure everyone knows the correct process for reporting rodent issues.
- ☐ Perform a rooftop inspection. Along the roof line and on the rooftop, identify and repair holes, gaps, or other damage. Report standing water or debris buildup to management.
- ☐ Trim back trees and vegetation that overhangs the rooftop or is within 6 feet of any wall.
- ☐ Check that any chimneys/vents/HVAC intakes are properly capped/screened to prevent rodent entry.
- ☐ Inspect building exterior for gaps, cracks, or other openings, including cables, pipes, and conduit entries. Seal openings with covers or rodent-proof materials. Rodents can chew through foam sealants.
- ☐ Inspect drop ceilings, ceiling voids, and access spaces for signs of rodent activity. Ask your pest management company to install monitoring devices in these areas.
- ☐ Inspect shared parking structures and ensure that rodent control devices are in place and undamaged. These should be serviced as part of your routine pest management program.
- ☐ If your property is undergoing any remodeling or construction, coordinate with your pest management provider to ensure you have an adequate rodent management plan in place.

Annual tasks

- ☐ Review your pest management contract to ensure that it meets your current needs. Add coverage in new areas or places where rodent activity has occurred in the last year.
- ☐ Review device maps with your pest management provider.
- ☐ Review approved materials list with your pest management provider.
- ☐ Have compactor/ dumpster replaced.



Short-staffed? Your Batzner Pest technician can provide exclusion services to close cracks, gaps, and holes that may allow rodents access to your facility.

Ask your Technician for more information.