



## Accommodation Evaluation & Site Inspection Document for Safaris in Africa

### Property Details

Name of Accommodation: \_\_\_\_\_

Location: \_\_\_\_\_

Contact Information: \_\_\_\_\_

Website: \_\_\_\_\_

Type of Accommodation (Hotel, Resort, Lodge, etc.):

\_\_\_\_\_  
\_\_\_\_\_

Types & Number of  
Rooms: \_\_\_\_\_

\_\_\_\_\_

Check-in/Check-out Times: \_\_\_\_\_

Accessibility Information (Transportation Options, Distance from Major Attractions, etc.):

\_\_\_\_\_  
\_\_\_\_\_

### General Information

Date of Inspection: \_\_\_\_\_

Inspector's Name: \_\_\_\_\_

Purpose of Visit (Pre-scouting for Guests, Potential Partnership, etc.):

\_\_\_\_\_

Weather Conditions: \_\_\_\_\_

### Exterior Evaluation

Overall Appearance (Cleanliness, Maintenance, Landscaping): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Parking Facilities (Availability, Security): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Entrance (Accessibility, Welcoming Atmosphere): \_\_\_\_\_

- Rating: [ \_\_ - 5]



Exterior Amenities (Pool, Garden, Terrace, etc.): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Signage (Clear Directions, Visibility):

- Rating: [ \_\_ - 5]

### **Interior Evaluation**

Reception Area (Efficiency, Friendliness of Staff): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Lobby (Comfort, Ambiance, Facilities): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Common Areas (Cleanliness, Comfort, Ambiance): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Elevator/Staircase (Accessibility, Cleanliness): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Hallways (Cleanliness, Lighting): \_\_\_\_\_

- Rating: [ \_\_ - 5]

### **Room Inspection**

Room Types Available (Single, Double, Suite, etc.): \_\_\_\_\_

Cleanliness (Bedding, Floors, Surfaces): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Amenities (Wi-Fi, TV, Air Conditioning/Heating, etc.):

\_\_\_\_\_  
\_\_\_\_\_

- Rating: [ \_\_ - 5]

Bed Comfort (Mattress Quality, Pillows, Linens): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Bathroom (Cleanliness, Amenities, Water Pressure, Hot Water Availability):

\_\_\_\_\_  
\_\_\_\_\_

- Rating: [ \_\_ - 5]



Storage Space (Closets, Drawers): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Noise Levels (Internal and External): \_\_\_\_\_

- Rating: [ \_\_ - 5]

View (If Applicable): \_\_\_\_\_

- Rating: [ \_\_ - 5]

### **Dining Facilities**

Restaurant (Quality of Food, Service, Ambiance): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Bar/Lounge (Variety, Atmosphere): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Room Service (Availability, Menu Options): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Special Dietary Needs Accommodation: \_\_\_\_\_

- Rating: [ \_\_ - 5]

### **Additional Facilities and Services**

Business Centre (If Applicable): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Fitness Centre/Spa (Equipment, Cleanliness): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Children's Activities/Play Area (If Applicable): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Concierge Services (Helpfulness, Knowledge): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Tour Desk (Information, Bookings): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Laundry Services (Availability, Quality): \_\_\_\_\_

- Rating: [ \_\_ - 5]



### **Safety and Security**

Fire Safety (Alarms, Exits, Fire Extinguishers): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Security (CCTV, Security Guards): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Room Safety (Locks, Safes): \_\_\_\_\_

- Rating: [ \_\_ - 5]

Emergency Procedures (Information Available): \_\_\_\_\_

- Rating: [ \_\_ - 5]

### **Environmental Considerations**

Sustainability Practices (Energy Efficiency, Waste Management):

\_\_\_\_\_

- Rating: [ \_\_ - 5]

Local Community Engagement:

\_\_\_\_\_

\_\_\_\_\_

- Rating: [ \_\_ - 5]

Efforts to Preserve Natural Surroundings:

\_\_\_\_\_

\_\_\_\_\_

- Rating: [ \_\_ - 5]

### **Overall Impression**

Strengths:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Areas for Improvement:

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Recommendation (Suitability for Tourist Guests):

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Additional

Notes:

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Inspector's or Guest Signature

### Summary

Ratings Summary (Scale: 1 - Poor, 5 - Excellent)

- Exterior Evaluation: [ \_\_\_/5]
- Interior Evaluation: [ \_\_\_/5]
- Room Inspection: [ \_\_\_/5]
- Dining Facilities: [ \_\_\_/5]
- Additional Facilities and Services: [ \_\_\_/5]
- Safety and Security: [ \_\_\_/5]
- Environmental Considerations: [ \_\_\_/5]
- Overall Impression: [ \_\_\_/35]

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