



**Interested in offering a short-term rental  
for the Total Solar Eclipse?**

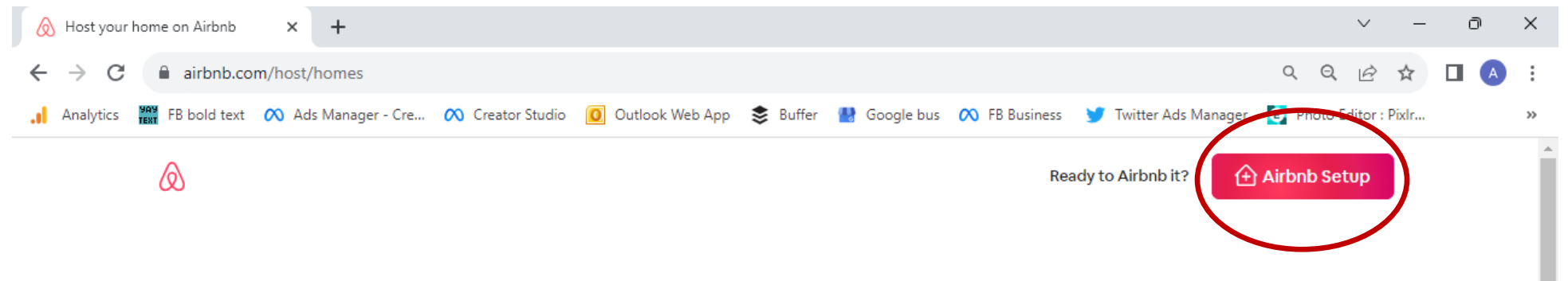
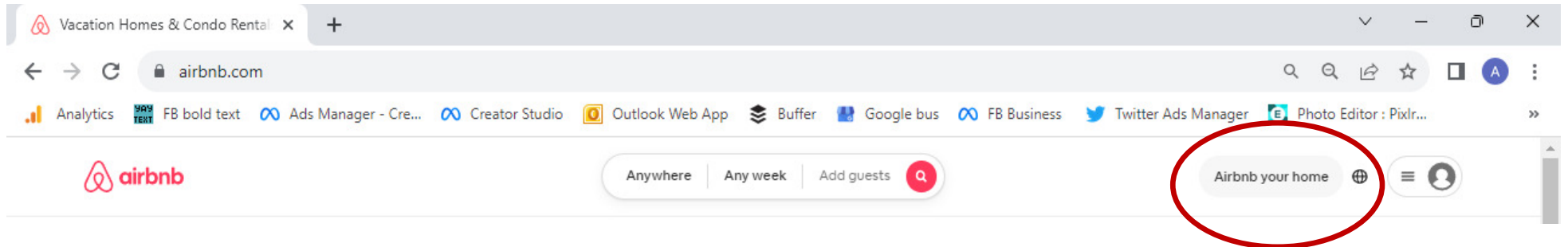
**We highly recommend listing your rental on  
[AirBnb.com](https://www.airbnb.com) due to easy payment system,  
security, and popularity.**

**The [RichmondSolarEclipse.com](https://www.RichmondSolarEclipse.com) website will  
have a link to available AirBnb rentals  
for the Eclipse.**

**We've compiled the necessary steps in this  
packet to set up your listing.**



- 1 Visit Airbnb.com and click the “Airbnb your home” button in the upper right hand corner.**
- 2 Then select the red “Airbnb Setup” button.**
- 3 Sign in or create an account to complete the remaining steps outlined in this guide.**



# It's easy to get started on Airbnb

## 1 Tell us about your place

Share some basic info, like where it is and how many guests can stay.



## 2 Make it stand out

Add 5 or more photos plus a title and description—we'll help you out.



## 3 Finish up and publish

Choose if you'd like to start with an experienced guest, set a starting price, and publish your listing.



Get started

Step 1

# Tell us about your place
















In this step, we'll ask you which type of property you have and if guests will book the entire place or just a room. Then let us know the location and how many guests can stay.



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## Which of these best describes your place?

 House	 Apartment	 Barn
 Bed & breakfast	 Boat	 Cabin
 Camper/RV	 Casa particular	 Castle
 Cave	 Container	 Cycladic home
 Dammuso	 Dome	 Earth home

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## What type of place will guests have?

### An entire place

Guests have the whole place to themselves.



### A room

Guests have their own room in a home, plus access to shared spaces.



### A shared room

Guests sleep in a room or common area that may be shared with you or others.



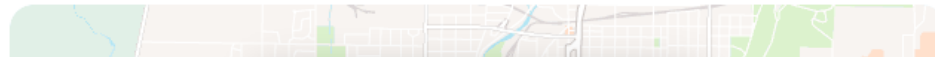
## Confirm your address

Your address is only shared with guests after they've made a reservation.

Country / Region United States - US	▼
Street address	
Apt, suite, etc. (if applicable)	
City Richmond	
State / territory Indiana	
ZIP code 47374	

### Show your specific location

Make it clear to guests where your place is located. We'll only share your address after they've made a reservation. [Learn more](#)



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## Let's start with the basics

How many people can stay here?

Guests

2

Bedrooms

1

Beds

1

Does every bedroom have a lock?

Yes

No

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## What kind of bathrooms are available to guests?

### Private and attached

It's connected to the guest's room and is just for them.

− 0 +

### Dedicated

It's private, but accessed via a shared space, like a hallway.

− 0 +

### Shared

It's shared with other people.

− 0 +

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## Who else might be there?

Guests need to know whether they'll encounter other people during their stay.



Me



My family



Other guests



Roommates

We'll show this information on your listing and in search results.

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Step 2

## Make your place stand out

In this step, you'll add some of the amenities your place offers, plus 5 or more photos. Then, you'll create a title and description.











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## Tell guests what your place has to offer

You can add more amenities after you publish your listing.





 Wifi	 TV	 Kitchen
 Washer	 Free parking on premises	 Paid parking on premises
 Air conditioning	 Dedicated workspace	

Do you have any standout amenities?

 Pool	 Hot tub	 Patio
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 BBQ grill	 Outdoor dining area	 Fire pit
 Pool table	 Indoor fireplace	 Piano
 Exercise equipment	 Lake access	 Beach access
 Ski-in/Ski-out	 Outdoor shower	

Do you have any of these safety items?

 Smoke alarm	 First aid kit	 Fire extinguisher
 Carbon monoxide alarm		

## Add some photos of your house

You'll need 5 photos to get started. You can add more or make changes later.



**Drag your photos here**

Choose at least 5 photos

[Upload from your device](#)

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## Now, let's give your house a title

Short titles work best. Have fun with it—you can always change it later.

0/32

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## Next, let's describe your house

Choose up to 2 highlights. We'll use these to get your description started.



Peaceful



Unique



Family-friendly



Stylish



Central



Spacious

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## Create your description

Share what makes your place special.

Take a break and unwind at this peaceful oasis.

47/500

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Step 3

## Finish up and publish

Finally, you'll choose if you'd like to start with an experienced guest, then you'll set your nightly price. Answer a few quick questions and publish when you're ready.



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## Choose who to welcome for your first reservation

After your first guest, anyone can book your place. [Learn more](#)

**Any Airbnb guest**

Get reservations faster when you welcome anyone from the Airbnb community.

**An experienced guest**

For your first guest, welcome someone with a good track record on Airbnb who can offer tips for how to be a great Host.

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## Now, set your price

You can change it anytime.

**\$54**

[Learn more about pricing](#)

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## Add discounts

Help your place stand out to get booked faster and earn your first reviews.

**20%** New listing promotion  
Offer 20% off your first 3 bookings



**10%** Weekly discount  
For stays of 7 nights or more



**20%** Monthly discount  
For stays of 28 nights or more



Only one discount will be applied per stay. [Learn more](#)

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## Just one last step!

Does your place have any of these? ⓘ

Security camera(s)

Weapons

Dangerous animals

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### Important things to know

Be sure to comply with your [local laws](#) and review Airbnb's [nondiscrimination policy](#) and [guest and Host fees](#).

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# Review your listing

Here's what we'll show to guests. Make sure everything looks good.



## What's next?



### Confirm a few details and publish

We'll let you know if you need to verify your identity or register with the local government.



### Set up your calendar

Choose which dates your listing is available. It will be visible 24 hours after you publish.



### Adjust your settings

Set house rules, select a cancellation policy, choose how guests book, and more.

## You're ready to publish!

Once you publish, guests will be able to find and book your listing on Airbnb.

Create your listing

✔ Complete

Confirm your phone number

We'll call or text to confirm your number. Standard messaging rates apply.

✔ Complete

Verify your identity

This is a simple way to help guests feel confident booking your place.

✔ Complete



[Publish listing](#)

How-to

## Adding a payout method

Ready to host? Fantastic. Just set up a payout method and prepare to welcome your guests.

For more info, check out our [Resource Center](#).

### How to set up a payout method

Desktop   iOS app   Android app   Mobile browser

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1. Go to **Account** > **Payments & payouts** > **Payouts**
2. Click **Set up payouts** (**Add payout method**, if you already have an existing payout method)
3. Choose your billing country/region to find payout methods available to you.
4. Select the type of payout method you want to use, then click **Continue**
5. Add the requested info, then click **Next**

If you've set up more than one payout method, you can choose a [default](#).