An overnight guest's nightstand without clutter

Free guest-room essentials planner • Free, no signup or purchase.

Set up a guest's nightstand around what they need overnight: a phone and charger, glasses, a water glass on its own coaster and a reachable lamp. Ask about their needs, plan the zones on paper and do a lights-off check before they arrive. The free planner has a question list, a zone table and a sketch box.

You need

- A measuring tape
- A coaster for the water glass
- A charger, or a note of the guest's charger type
- An optional small tray for dry items such as keys or jewelry
- The free guest-room essentials planner (PDF) printed on US Letter paper, and a pen

1 Start with the guest's needs

Ask about charging, glasses and whether they want water at night, rather than assuming every connector is the same. Clear enough space for a phone, glasses and a separate water glass on a coaster, and keep the lamp switch reachable.

2 Use a small catchall

A small tray can hold keys or jewelry if its size suits the space. Measure the free surface first. Keep it for dry items, not food or the water glass.

3 Test overnight access

Check the cables, that the drawer opens fully and that the walking path to the door is clear. Leave the surface easy to wipe and avoid strong scent unless the guest asks for it.

4 Do a lights-off check

Lie on the bed, switch the lamp off and reach for the phone and the water. Move anything you knock or have to search for.

Tips

- Measure the tray you already have or check the selected listing's dimensions; make sure there is room beside the phone and water.
- Leave the top drawer empty for the guest's own things.
- The optional product link is an affiliate link. Check the selected product, size, materials, care directions, included items and return terms on the current listing. Other pictured items are separate.
- The printable is free to download and print. No account, email or purchase is required.

Notice

Original AI editorial illustration depicting a design concept; review manufacturer specifications and product details for final suitability. Accessories, exact colour, fit and performance are not established by the image.

Source

Optional product details: check the current listing and manufacturer directions.

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1. Ask the guest

Question	Answer
Phone charger type (USB-C, Lightning, other)	
Glasses or a contact lens case?	
Water at night?	
Reading light or a dark room?	
Scent or allergy concerns	

2. Nightstand zones

Zone	Item	Space needed
Phone and charger		
Water glass on a coaster		
Glasses		
Catchall for keys or jewelry		
Lamp		

3. Sketch the nightstand

4. Overnight access

- [ ] Lamp switch reachable from the bed
- [ ] Charger reaches the phone spot
- [ ] Drawer opens fully
- [ ] Clear walking path to the door
- [ ] Lights-off check done