

Departure Checklist

Due to the overhead of cleaning our unit we ask that you please complete the following items prior to departure. Any excessive cleaning will be billed to the renter after charges have been determined.

Check out time is 11AM unless other arrangements have been made in advance.

- Load and start dishwasher with final load of dirty dishes.
- Collect and remove all personal belongings. Check closets, drawers and under beds.
- Empty all kitchen and bath garbage in the basement dumpster.
- Dispose of or take with you all recyclables including returnable bottle and cans.
- Remove all food from refrigerator and freezer and unplug all counter top appliances.
- Don't leave piles of damp towels; hang in bathrooms or bedrooms to dry when leaving
- Remove linen and pillow cases from all beds that were used and leave next to the bed.
- Locate all TV remote controls in bedrooms, living room and loft and leave near TV.
- Turn heat down to setting on each heater or thermostat.
- Turn ceiling fan and light off using remote control next to sliding door.
- Return all darts and Gamecube games and accessories to their appropriate place.
- Return all parking passes to the bulletin board and grocery carts to the basement.
- Lock all exterior doors when you leave including the sliding and ski storage room door.
- Return leave keys, parking permits and garage door opener on kitchen counter.

Thanks for staying with us and remember that return renters always get a discount!