



*Just*downsize

CHECK LIST

Inside the Cottage

- ☐ Run dishwasher and empty before leaving. Leave the dishwasher slightly ajar.
- ☐ Vacuum floors.
- ☐ Wipe bathrooms and clean toilets.
- ☐ Take all the food from the fridge that you brought. Leave no food on the counter.
- ☐ Wipe the sink and empty the coffee maker.
- ☐ Change the bedding if you are not the next person to use it. Bedding is found under beds in bins or in the bottom drawer of the dresser.
- ☐ Close and lock all windows and doors.
- ☐ Pull the curtains on the windows.
- ☐ Empty the garbage.
- ☐ Turn off all lights and heaters if necessary.

Outside the Cottage

- ☐ Make sure all toys and equipment outside are put away.
- ☐ Put kayaks on the rack.
- ☐ Put life jackets in the deck box.
- ☐ Lock the sheds.
- ☐ Turn off the hot water tank.
- ☐ Make sure the umbrellas are down and have the covers on them.
- ☐ Ensure the deck box is latched and closed.
- ☐ Fill up the water bottles for the plants.
- ☐ Take out the garbage and the recycling bin and put the yellow flag up on the bin.