

# Cottage

Justdownsize

## 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.