



Check-Out List

Plan your last day accordingly. It can take a few hours to get through this Check-Out list. Many hands make light work!

Bedrooms:

- ☐ First thing in the morning of your last day of your stay, strip sheets and pillowcases – wash, dry, fold and set them on the bed for the next guest.
- ☐ Leave beds stripped, next guests can make the beds.
- ☐ Gather all used towels – wash, dry and put them away (towels go to the saunahaus)
- ☐ Walk around and look for any personal belongings – especially chargers and phone supplies you brought!

Bathrooms:

- ☐ Clean the toilet, rinse out the shower and clean the sink.
- ☐ Sweep floors.
- ☐ Empty the wastebins.
- ☐ Don't forget any personal toiletries.
- ☐ Clean sink, toilet, seats

Kitchen/Utility Room

- ☐ Wash and put away all dishes used. Not sure, leave them on counter.
- ☐ Sweep floors.
- ☐ Take any food scraps from kitchen and sink to the outdoor compost bin in summer (blue drum east of house) – Winter – compost goes into regular garbage.
- ☐ Take home all personal refrigerated food – unless okayed by Rylee or Todd
- ☐ Empty coffee pots of filters/grounds - compost.
- ☐ Espresso maker – empty the bottom tray and refill back water tank.
- ☐ Put any remaining butter in refrigerator.
- ☐ Range Gas is SHUT OFF!
- ☐ Do not tempt hungry bears by leaving garbage in the outdoor bins. Best advice, keep garbage inside while visiting and take the garbage and recyclables home for disposal.
 - Garbage bags located under work table in kitchen/dining area.
- ☐ Wipe down appliances, counters and dining table.

Main Lodge

Sweep floors and vacuum the rug in living room if needed (vacuum is usually near the laundry).

- ☐ Straighten dining and all living areas - pillows, blankets, cushions, etc.
- ☐ Sweep the entry areas of mud/dirt/rocks.
- ☐ Turn off all lights.
- ☐ Fans Off
- ☐ Fireplace:
 - Close both dampers for fireplace, if used.
 - Make sure fire is out!
 - Restock the firewood
- ☐ Turn temp down if applicable



- ☐ One last walk/look around for personal items!!!
- ☐ Make sure all windows are closed.
- ☐ Lock All Doors including Saunahaus- Key to chair

Saunahaus:

- ☐ Leave it cleaner than you found it.
- ☐ Restock firewood (some wood is stored under the side eave of the saunahaus)
- ☐ Gather and take towels to laundry to wash
- ☐ Sweep floors
- ☐ Wipe down counters
- ☐ Clean any appliances used
- ☐ Wash sink
- ☐ Turn off fan and all lights.
- ☐ Return towels and bedding for next guests
- ☐ Take garbage to Watersmeet transfer station or home for disposal.
- ☐ One last walk/look around for personal items!!!
- ☐ Make sure all windows are closed and the doors are locked.

Outside:

- ☐ Return items to Shed, close upper latch.
- ☐ Chairs in from dock
- ☐ Ensure big boat is secured in "METAL THING"
- ☐ Ensure little boat is pulled up into the shallow so not to sink, it is securely tied, cleaned out and all life vests are put in Shed.
- ☐ Boats should also be gassed up if low on fuel. Fuel tanks are in the shed if refilling is needed.
- ☐ Make sure any fire is out.

Gifts/Supplies EndPoint loves to receive:

WonderState Big Dipper whole beans	Wine	Candles
Paper Towels	Toilet Paper	Bug Spray and Sun Screen
Old Fashion supplies (7-up, bitters, oranges, Korbels brandy, maraschino cherries)		

Questions?

Text or call with any questions!!!!

Also please let us know if any items are of low supply

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