

## THUNDERBIRD LODGE CHECKOUT LIST

To aid you in properly closing up the lodge, please check each item as it is done.

- \_\_\_1. **OUTHOUSES:** Sweep floor, put seats UP and remove T.P. Close doors.
- \_\_\_2. **RAT POISON:** Put out rat poison if containers are empty.
- \_\_\_3. **DISHES:** Wash, dry and put away all dishes, pots and pans.
- \_\_\_4. **WATER BUCKETS:** Empty all water buckets and drain them upside down on newspaper on the floor.
- \_\_\_5. **WATER KETTLES:** Empty all water kettles, remove lids and drain them upside down in the sink. Do not drain them on the stove as this will cause rust on the surface of the stove.
- \_\_\_6. **CUPBOARDS:** Close all cupboards and close upper and lower hooks on the dish cupboard.
- \_\_\_7. **WOOD:** Restock all wood, taking it from the woodsheds. Close and lock the woodshed. Latch the wood access door near the fireplace.
- \_\_\_8. **ASHES:** Make sure ashes are completely cool before cleaning out the fireplace and stove. Dump cold ashes in the fire pit by Whitewater Creek and thoroughly douse them with water.
- \_\_\_9. **FLOOR:** Sweep and mop the floor as needed. Do not leave wet floors in winter.
- \_\_\_10. **FOOD:** Take all food items, paper products, and garbage.
- \_\_\_11. **LINENS:** Take all soiled linens. Launder and return linens to cabin chair.
- \_\_\_12. **SHUTTERS:** Replace shutters. Bolt, latch and lock them where appropriate.
- \_\_\_13. **DOORS:** Close all doors inside and out.
- \_\_\_14. **HALL DOORS:** Close panels on hall doors. Bar back hall door with 2 bars.
- \_\_\_15. **RIVERSIDE DOOR:** Secure the riverside door with the bar.
- \_\_\_16. **Walk around outside to check shutters and doors. Make sure everything is totally secure. Check grounds.**
- \_\_\_17. **GATE:** Lock the gate.
- \_\_\_18. **RETURN:** Return keys, clean laundry, money and report forms to lodge chair immediately.

**We hope you enjoyed your stay! If there were any concerns, please notify the lodge chair. Thanks.**

(Updated August, 2008)