

# AshKay Island Check-Out Checklist

Inside the Cottage	
	Garbage removed and placed in outdoor garbage container
	Beds stripped and sheets/pillow cases at the foot of each bed
	Floors swept both upstairs and downstairs
	Dishes washed and put away. Towels placed on table next to Washer/Dryer
	All Appliances off including Mitsubishi Mini-Split. Verify wood stove door shut
Outdoors	
	All Deck chairs and cushions placed in same location as Check-In
	Outdoor Trash and Cans/Bottles picked up and placed in Garbage Bins or Recycling
	All Cigarette butts to be placed in receptacle, not on the ground. Failure to do so, results in fine of \$200 for cleanup. This will be deducted from security deposit.
	All fires extinguished, and excess wood to be placed back in the designated wood pile
	Firetable and Grill turned off
	Kayaks and Canoe back to designated area
	All Life Jackets accounted for
General	
	Please return the cottage and island to a similar condition as when you arrived including all boats, parking area, cottage, and island. Our cleaning crew will ensure that the cabin is clean for our next guests but the turn-around cleaning time is only 5 hours at best. These procedures make the short time window possible and we appreciate your cooperation.

Thank You for spending time with us at our Island Resort. We hope that you had a great time and will come back again. Please give us a review on VRBO, Facebook, or Google. Please drive home safely.

Thanks,

Andrew Bobo, Owner AshKay Island LLC

\_\_\_\_\_, Group Leader (Responsible Party Member)