



Cottage Checkout Requirements



*Even if you are not the last person staying at the cottage for the season,
you are responsible for completing the items on this checklist
for the cottages that you and your guests have occupied.*

CLEANING	<ul style="list-style-type: none">• Vacuum the cottage.• Wash, dry, and put away any dishes, silverware, pots, pans, etc. that you have used.• Ensure that stovetop, microwave, and fridge are clean.• If you have used the fireplace, clean it thoroughly. Put the ashes in the can in the outhouse.• Restock the kindling. If you have used Duraflame logs, replace them.• If you have used a grill, clean it thoroughly and return it to its proper location.• Empty the vacuum-cleaner bag. Contents go into your trash. Never empty contents of vacuum outdoors.• Unless the next person is arriving that day, close all of the windows and shut the doors. <p>Please note: The storage closet in the LH living room next to the front door is for the shop vac, the regular vac, and tools only. Please do not add other items to the storage closet.</p>
FOOD	<ul style="list-style-type: none">• Please take all leftover food items with you.• It is okay to leave water and ice.
TRASH	<ul style="list-style-type: none">• When you leave, take your trash and recycling with you. This includes the trash and recycling in the cottage and in the storage building.• Trash and recycling can be disposed of at either Skeleton Lake Marina or Troy Cove.
RETURNS	<ul style="list-style-type: none">• If you have taken any items from another house (for example, tools, pans, coffee pot, coolers, extra chairs, etc.), return the items to that house.
OUTHOUSE	<ul style="list-style-type: none">• Remove the bag containing used toilet paper. Tie the top and throw it in your trash.• Ensure a roll of toilet paper is available for the next guests.• Stir the contents of the outhouse.
ICE HOUSE	<ul style="list-style-type: none">• Please put any items (tools, grills, rafts, water toys, showers, etc.) you have taken from the Ice House back where you found them.• It takes a lot of work to keep the Ice House clean and organized. Please do not put additional items in the Ice House. We need to keep space open for end-of-season boat storage.
NOTIFY	<p>If anything is damaged during your stay, please notify one of the LLC managers right away. This way the situation can be corrected quickly so it does not negatively impact the next guests.</p>

