

Name of group _____ date _____

Notes on leaving Falcon Adam

Action	tick
Refill water tank (no need to fill bottles as we fill with fresh water prior to trip)	
Empty toilets. Put elsan blue and a little water in base and half fill water in top (using hose under sink to connect to taps)	
Clean toilets and surrounding area with anti bac wipes	
Clean and put away <u>everything</u> from worksurfaces (leave surfaces clear where possible as things gather dust when left out)	
Wipe down all surfaces	
Clean sinks in kitchen and bathrooms	
Empty and wipe down fridge – <u>prop open</u>	
Empty and clean freezer	
Clean hob, oven and grill pan	
Empty bins - replace bin liners	
Take out mattresses, sweep underneath. Dust mattress, replace	
Collect up all mats, brush dust off and leave off the floor.	
Lift everything (lift seat cushions , put benches upside down on seats, put tables behind benches on seats) sweep throughout	
Return lifejackets to hangers	
Remove <u>all</u> personal belongings – check in all cupboards and shelves and hooks under beds	
Turn water heater off	
switch off electrics at box between bunks	
Return windlasses etc to shelf under lifejackets	
Lock front door from inside - Mop throughout from front to back, closing windows as you go	
Switch gas off at rear deck	
turn red battery keys off under rear deck	
Turn stern gland	
Lock rear hatch and return keys as arranged	

Please note below any damages or any cleaning product etc that has run out or is running low

Suggestions – ways we can improve your next visit