

Waterways of Naples Homeowners Association

CHECKLIST

FOR USE OF THE CLUBHOUSE or CHICKEE HUT

Club- Chickee
house Hut

Wipe any food from **tables** and **seats**.

If any **furnitures** has been moved, **return** it to its **original position**.

If your guests used the **swimming pool** or other recreational facilities, makes sure these areas are **restored to their original condition**.

Sweep the floors

Check **microwave** for any **food splatters and clean**. Wipe counters in kitchen.

Extinguish all fires in the community grills by dosing with water. Check that no heat remains in ashes.

If the **bathrooms** were used, check restrooms for neatness. **Pick up any trash** and place in trash receptables.

If the **bathrooms** were used, check that the **windows** are **locked**.

Lock interior doors to men's and ladies **bathroom**.

Open window blinds between main room and exercise room and to outside.

Turn off TV.

Remove all **garbage** inside and out and put in **Waste Management trash cans** outside. **Do not use any other receptacles** for garbage. If trash cans are full, **take the extra trash with you**. This is necessary due to wildlife getting into trash that is not properly secured.

Leave **light on** in **vestibule** (by the front door) on and over the **microwave**

Leave A/C door ajar for ventilation.

Take **one last look** that everything is in place and ready for the next use of the Clubhouse

Lock all **exterior doors**. Lock the **bathroom doors**.
After locking **check doors from outside** to make sure they are secure.
Set the Alarm.

I have read and agree to abide by the above:

Signature _____

Date _____

Name (Please Print) _____

Group _____