

# Welcome to the ARK!

This is a community cottage: we all must do our part.

We ask that you leave the cottage and yard... good as or better than it was when you arrived.

Use these sheets as a reminder list to check off throughout the weekend,

So you can relax and enjoy the weekend knowing you are not forgetting anything.

**PLEASE FILL IN ANY SUGGESTIONS AT THE BOTTOM WHEN YOU PLACE IT IN THE OUT BOX.**

**RED = URGENT**

**BLUE = WINTER ONLY**

Name: \_\_\_\_\_ Date In: \_\_\_\_\_ Date Out: \_\_\_\_\_

## CHECK IN:

- \_\_\_\_\_ Return backdoor key to the "secret hiding place" before anything else!
- \_\_\_\_\_ Turn the heat up to 68 degrees, next to T.V.
- \_\_\_\_\_ Turn on the well pump in the back corner of the basement, switch on the wall.
- \_\_\_\_\_ Make a round of Ole' Fashions for everyone and lower blood pressure.
- \_\_\_\_\_ Open the heat ducts in the rooms you will be sleeping in.
- \_\_\_\_\_ Garage keys are on the key rack in the kitchen for deck chairs and swimming gear.

## **GARBAGE: ATTENTION!!! BEARS HAVE BEEN IN OUR YARD! NO FOOD LEFT OUTSIDE OVERNIGHT!!!**

- \_\_\_\_\_ Keep all garbage and food scraps in the cottage or basement until you leave. BEARS ARE BAD!
- \_\_\_\_\_ You are responsible for disposals of all garbage and recyclables you create!

Townsend Dump Hours: Sat. & Sun. 9am – 3pm, Mon. 9am – Noon, Wed. 9am – 3pm.

## CHECK OUT:

- \_\_\_ REFRIDGERATOR: Remove ALL PARISHABLE FOODS and take them with you!
- \_\_\_ Clean the yard area better than you found it.
- \_\_\_ Wash all dishes & clean the stove, oven and microwave if you used them.
- \_\_\_ Sweep or wash all floors on the main floor.
- \_\_\_ Take all bed linens and towels home to wash and return to Lumber Dealers for return.
- \_\_\_ Clean the bathroom & wipe down the inside of the shower.
- \_\_\_ All deck chairs and grilling supplies belong in the garage, not the basement!
- \_\_\_ All blow up floatables and swimming toys must be in the garage before leaving!
- \_\_\_ Hang up all life preservers on hangers in the basement.
- \_\_\_ Refill the firewood RACK #1 behind the deck benches with wood from RACK NUMBER: \_\_\_\_\_
- \_\_\_ Turn down the thermostat to 56 degrees.
- \_\_\_ **Make sure all windows are closed tightly and LOCKED!**
- \_\_\_ Close the heat duct on the porch and the porch door.
- \_\_\_ Close the heat duct dampers in all bedrooms and close the bedroom doors.
- \_\_\_ Close the basement heat ducts in the ceiling and leave BOTH bathroom doors open.
- \_\_\_ Open the cabinet doors below the kitchen sink and basement sink.
- \_\_\_ **Turn off the well pump in the basement.**
- \_\_\_ **Plug in the emergency light in the bathroom,** to alert Rollie if the furnace goes out.
- \_\_\_ Make sure the fireplace damper is closed (back) position and glass doors are closed tightly.
- \_\_\_ DO NOT dump ashes down the chute before you leave, in case they are hot!
- \_\_\_ **Make sure all fires are completely out!**
- \_\_\_ **Make sure the backdoor key is in the "secret hiding place".**
- \_\_\_ Make sure the **garage is locked.**
- \_\_\_ Close the sliding door to the kitchen, **lock the back door** and drive safe on your way home.

### **FIREPLACE & FIREPIT:**

- \_\_\_ First, dump ashes down the chute located in the floor of the firebox. Before starting!
- \_\_\_ Open damper on top of firebox. Handle is on the right. Forward is open.
- \_\_\_ Please burn firewood from RACK #1 behind the benches on the deck.
- \_\_\_ While the fireplace is burning you must keep the hanging screen shut to catch spark ashes.
- \_\_\_ Please check with Rollie next door to be sure there is not an open fire pit burning ban in place.
- \_\_\_ Close glass doors on fireplace or pour water on fire pit before going to bed.
- \_\_\_ Close the damper the next morning after making sure the fire is completely out.

### **BOAT:**

- \_\_\_ Pump out water in the boat with the charger and bilge pump in the basement.

### **BOAT MOTOR:**

- \_\_\_ **Only use the 2 boat gas tanks in the basement with the proper oil & gas mixture.**
- \_\_\_ **You must take oars and life preservers on every trip.**
- \_\_\_ **Boat motor must be returned to the basement before leaving.**
- \_\_\_ **Please row away from the docks to avoid damage, water levels are low.**

### **BASEMENT COMPUTER:**

- \_\_\_ Plug in power strip and turn it on. Push & hold the button the front of computer for one second.
- \_\_\_ Wait 3 minutes for the computer to fully load & turn on, then open iTunes.
- \_\_\_ Volume is on the top of the keyboard. No internet connection!
- \_\_\_ **It is 10 years old, do NOT load any software on it. Be gentle; think of it as a big iPod.**
- \_\_\_ You may load your own music, but you will have to type in the titles without the internet.

**Next Door Neighbor:** Rollie & Rhonda Fischer, Phone: 715-???-? Email: rrfisch@ez-net.com

**Pete & Mary Kirschling:** Lumber Dealers Supply Inc: 920-499-8705, Home: 920-465-0767,  
email: pete-lds@netnet.net

### **SUGGESTIONS WELCOME BELOW:**