

DEPARTURE PROTOCOL

1. DEPART BY 10am ON LAST DAY
2. EMPTY ALL HOUSE BINS
3. PLEASE remember to switch dishwasher on if it has dirty dishes in it.
4. STRIP BEDDING -
1 x DUVET COVER
1 x FITTED SHEET
ALL PILLOWCASES

PLACE IN **RED/GREEN BIODEGRADABLE LAUNDRY BAGS** (under sink in utility area)

PLEASE LEAVE BAGS JUST BY THE WASHING MACHINES

Please LEAVE mattress undersheets and cover unless soiled. If soiled place in separate bag.

5. Please leave **towels** in **separate red bags**.
6. LEAVE SOME WINDOWS OPEN TO AIR PROPERTY
7. LEAVE ALL KEYS INSIDE DOORS AND DOORS UNLOCKED
8. HAVE A SAFE JOURNEY HOME – AND COME BACK SOON!!!