



Parker Scout Reservation

Check-Out Checklist



Unit or Group: _____ Arrival Date: _____ Departure Date: _____

Contact Person: _____ Home Phone: (_____) _____

To receive a full deposit refund, please complete all of the items listed below:

1. Fires are watered, stirred, completely extinguished, and cold to the touch.
2. Thoroughly inspect areas for trash. Bag all trash and put in dumpsters in the maintenance area.
3. Clean, sweep, and (if necessary) mop latrines.
4. Rental Equipment:
 - Clean all rental equipment and return it to the Camp Caretaker or Campmaster.
 - Inventory paddles and life jackets and return them to the dining hall basement.
5. Rental Buildings:

<p>All Buildings</p> <ul style="list-style-type: none"> <input type="radio"/> Turn off water faucets. <input type="radio"/> Close and lock windows. <input type="radio"/> Spot-clean glass - windows and doors. <input type="radio"/> Clean bathroom sinks, mirrors, toilets; replace toilet paper and paper towels. <input type="radio"/> Sweep and mop all floors. <input type="radio"/> Dump trash and replace liners. 	<p>Dining Hall and Kitchen</p> <ul style="list-style-type: none"> <input type="radio"/> Wash, dry, and put away dishes. <input type="radio"/> Clean oven - see instructions. <input type="radio"/> Clean and oil grill - see instructions. <input type="radio"/> Clean stove and grill drip pans. <input type="radio"/> Clean counters and stove tops. <input type="radio"/> Clean refrigerators and freezers. <input type="radio"/> Clean and mop restrooms. <input type="radio"/> Sweep, scrub, and mop granite floor. <input type="radio"/> Sweep and mop dining hall floor.
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6. Return all tools and keys to the Camp Caretaker or Campmaster.
7. Ask the Camp Caretaker or Campmaster to inspect all rented areas and equipment.

Checked-out by: _____ Date: _____
(Camp Caretaker or Campmaster)

Deposit Refund: Full Refund. Total fee to be deducted from deposit: \$ _____