

First and foremost, welcome to our cabin...we hope you have a great time!

Cabin Check-In List

| Get Reserve gate code from Bart or Other Olson family member. |
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| House key is keep in garageget garage code from Bart or other Olson |
| family member. |
| Have Bart or other Olson family member turn off security. |
| VERY IMPORTANTPLEASE MAKE A COMPLETE WALK THROUGH OF |
| CABIN, LOOK FOR ANYTHING THAT MIGHT LOOK OUT OF PLACE, OR |
| JUST NOT RIGHT. ALSO, WE WOULD ASK THAT YOU NOTE THE |
| CLEANLINESS OF THE CABIN, AND HOPE THAT WHEN YOU LEAVE IT |
| WILL LOOK AS GOOD OR BETTER. |
| Turn on water main (located in basement utility room). |
| Turn on hot water heaters. HWHs are turned on with the breakersbreakers |
| are located in main level, and basement utility rooms (ask Bart or other |
| Olson family member if you need help). |
| Turn on AC/Furnaces (if necessary). There are six zones and six thermostats |
| in the cabin, the two located in the upstairs are the masters, and the other |
| four are slaves. We have programed both AC, and heat in the thermostats (if |
| the cool set point is programed any cooler the units may freeze up), so you |
| just need to turn the system on, please do not adjust set points. We find |
| that most of the time during the summer, opening windows (the ones with |
| screens), and turning on fans keeps the cabin cool enough. It is pretty |
| expensive to run the A/C. |



Cabin Check-Out List

We hope when you arrived at the cabin you found it to be clean, and ready to enjoy. Now as you are ready to leave please insure that the cabin is cleaned, and looks as good, or better than when you arrived.

| General Cleaning, Vacuum, Mop hardwood, and tile floors. |
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| Clean Bathrooms, including toilets. |
| Change and Wash Sheets (please put the right size sheets on the right |
| beds). There should be extra sheets in each bedroom to help save some time when cleaning, that will allow you to start changing sheets while the others are in the wash, but please try and keep the same sheets in the rooms they came from. |
| Empty all Garbage and take garbage to dumpsters. (dumpsters are located at the club house parking lot). PLEASE DOUBLE CHECK THE GARBAGE, AND MAKE SURE EVERY GARBAGE IN THE CABIN GOT TAKEN OUT. If needed, clean large garbage cans in the garage with Pinesol. |
| Check and Clean main deck, and stack all deck chairs so they don't blow away. |
| Take all food that you brought with youplease do not leave perishable food, or for that matter please don't leave any food items you brought. |
| Close all Blinds |
| Turn off Hot Water Heaters (there are 4 breakers that need to be turned off) Turn off Water |
| Turn off or adjust thermostats (ask Bart or other family member) |
| Please make a general walk through and around cabin, to make sure everything looks okay before leaving. |
| Walk around yard and pickup any garbage. |
| Lock all Door, and return key to garage. (ask Bart or other family member where to return key) |