

# Closing Checklist

*For last visit of the season*

## Wind Song

- ☐ Latch all windows and pull down all window shades
- ☐ Unplug all electronics
- ☐ Remove any bottles and cans with liquids in them
- ☐ Cleaning supplies containing liquids can be stored in a plastic bin under the kitchen sink, provided that liquid won't overflow bin if containers break.
- ☐ Clean out refrigerator/freezer, turn it off and prop door open with a broom.
- ☐ Lift hand soap plunger in kitchen sink out and place in sink
- ☐ Place internet service/wifi on vacation mode by calling Arrowhead Electric
- ☐ Remove all firewood and kindling from cabin.
- ☐ Clean ash from fireplace (only when cold)
- ☐ Close flue on fireplace (only when cold; if fireplace not cold, leave a note for Isak Hansens to close damper when they close the cabin)
- ☐ Turn heat down to 50 degrees
- ☐ Disconnect and drain both garden hoses; store outside.
- ☐ Fold deck chairs and place against cabin

## Cedar Cove

- ☐ Disconnect garden hose
- ☐ Pull down shades/put up window coverings in all windows; living area coverings are in the bench seating in the dining area.
- ☐ Remove any bottle and cans with liquids in them
- ☐ Cleaning supplies containing liquids can be stored in a plastic bin under the kitchen sink, provided that liquid won't overflow bin if containers break.
- ☐ Remove all wood and kindling from inside cabin
- ☐ Clean ash from wood stove (only if cold) Empty ash container (when cool) by scattering in forest
- ☐ Put deck chairs on porch
- ☐ Move porch chair cushions and table lamp into cabin.
- ☐ Remove any potted plants from deck so as not to trap moisture/rot



## Garage and Shed

- ☐ Empty freezer, turn off and prop open door
- ☐ Run fuel out of mower
- ☐ Unplug electronics except for boat batter charger
- ☐ Lock service door at the end of season (NEED TO  
VERIFY THAT HANSENS HAS A KEY? AND WHO  
TURNS OFF POWER?)