

Green Lake Snowmobile Clubhouse

Rental Checklist

1. Please unlock the back door during your event, to allow handicapped persons using the accessibility ramp to enter. Remember to lock it again when you're done.
2. If you are planning on using the dishwasher, become familiar with how to use it. There are instructions available in the green binder labeled "MANUAL" on the shelf near the sink. ****Dishwasher MUST be emptied when you have done all the loads you need to do.****
3. If you use the stove/oven, make sure all gas elements are turned off. The pilot stays on.
4. Tables and chairs to be put away as found.
5. Bathrooms cleaned, taps turned off *tightly*, and garbage cans emptied.
6. Kitchen cleaned and cupboards wiped down.
7. Counters, sinks and microwave cleaned.
8. If coffee/tea pots were used, they should be unplugged, cleaned and put away.
9. Floor swept and washed. Caretaker can show you where brooms mops etc are.
10. Remove your garbage - it can go to the Transfer Station near 70 Mile House. Also take your bottles and cans, - you can donate them to the Fire Dept at the Fire Hall or at the Transfer Station.
11. All Decorations, and tacks, pins, etc removed.
12. All doors should be closed.
13. Thermostat set to 5 degrees.
14. If you used the wood stove, make sure the stove door is latched tightly and the fire is out or left in a safe condition.
15. Turn all lights off, close all windows and curtains.
16. If you were given a key, make arrangements to return it.

Please leave our clubhouse in the same condition you found it.

Any questions or problems, please contact Marie Kuyek at 250-706-9551.