

5.

CLOSING LODGE

It is important for security, cost control, safety and the comfort of those next using the lodge that you close the lodge down properly when you are the **last** to use it and no one is coming in after you.

If in any doubt ring the booking officer who will also be able to advise procedures for partial close down procedures for winter when there is only a temporary gap in occupation.

1. Cleaning – please refer to separate instructions.
2. All outside doors and windows must be closed and locked, and all curtains and blinds drawn.
3. In winter the garbage is to be removed with you on the snowcat and ask the operator to deal with it.
4. In summer garbage and all rubbish is to be removed to the Dumpmaster bins at the terminal in the main Perisher car park.
5. All heating is to be turned off by turning all individual wall controllers to “no heat” and switching off at main switchboard – refer separate instructions.
6. Electricity – refer to separate instructions for both sub boards and the main board.
7. Gas – turn off gas by lifting lids on both bottles and turn valves in clockwise position to off. Make sure you do this to both bottles
8. Water
 - Refer to separate instructions
 - Turn off main inlet valve (#3) located adjacent to hot water tank in laundry
 - Open taps one quarter turn only in kitchen, bathroom and laundry tub (to drain pipes so they don't freeze and burst!)
9. Lock the lodge front door and all other exit doors upon vacating.