



BAILEY'S GROVE CLUBHOUSE

EXIT CHECKLIST

Please complete the tasks listed below before vacating the Clubhouse. Fees will be deducted from your security deposit for any task not completed.

BE SURE TO SIGN AND LEAVE THIS FORM WITH THE CLUBHOUSE KEY ON THE KITCHEN COUNTER.

<u>Completed</u>	<u>Task</u>	<u>Fee</u>
<input type="checkbox"/>	Cleaning (see Clubhouse Rules #3, #4, #5, #6, #7, #9 and #13)	\$ 25/hour (cleaning fee)
<input type="checkbox"/>	Take trash out and reline trash receptacles	\$ 20
<input type="checkbox"/>	Turn off all lights	\$ 10
<input type="checkbox"/>	Close and lock all the windows and return blinds to uniformly open positions	\$ 10
<input type="checkbox"/>	Set the thermostat to its original setting: Heat – 66 Air conditioning – 78	\$ 20
<input type="checkbox"/>	Pre-lock front door and leave the key, with signed Exit Checklist, on kitchen counter	\$100
<input type="checkbox"/>	Vacate Clubhouse at the scheduled time	\$100

Lessee Name Printed

Date

Lessee Signature

\$ _____
Total Fee Due

Approved March 31, 2010