**DEPARTURE DAY REQUIREMENTS**

Due to COVID-Safe requirements we will organise cleaners for the all building clean between groups. The fee for the clean will be added to your final invoice.

Prior to your departure, you will be expected to complete the following:

* remove all personal belongings and/or food from all buildings, including bedrooms
* remove your programs, duties lists, or any other paperwork (and adhesives) from walls
* place all mattresses on their sides (in bunkhouse rooms place both mattresses on top bunks and then lift bed slats of bottom bunks)
* return all equipment and furniture to its correct place
* ensure all equipment and furniture used by group (including tables and chairs) has been cleaned and disinfected prior to putting away
* empty dishwasher
* ensure no litter is left on grounds outside
* place all rubbish in relevant wheelie bins (including emptying smaller room bins into wheelie bins) and leave wheelie bins on concrete area near work shed & canoe racks

Please ensure that all items above are completed prior to your departure time. Ankara staff will check through all buildings up to one hour prior to your departure for lost property, furniture to be returned, damages, missing items, etc. If we have a booking immediately following yours, then we may need to arrange an earlier time for vacating the bedrooms and, depending on your requirements, possibly also the hall.