

Upon departure

- 1.** Please check kitchen cabinets and drawers. The content should correspond to the list of service – according to this QR code. Put excess service in the depot by apartment 114. Remember to return borrowed items.
- 2.** Please clean the oven, empty and clean cupboards, fridge and freezer. A limited quantity of spices, salt, pepper, oil, vinegar and unopened dry goods may remain in the apartment. If you have any other food items which can be used by others, put them on the table in the common kitchen in the main house and mark them with the opening date.
- 3.** Please empty and clean the trash cans and throw the waste bags, bottles, etc. into the waste containers.
- 4.** Wash porcelain, cutlery, pots and pans. Empty the dishwasher. Check surfaces and furniture for marks and stains.
- 5.** Clean and fill the carbon filter jug, and put it in the fridge. Alternatively, leave a bottle of water in the fridge.
- 6.** Make sure there is soap in the dispenser in the bathroom and in the kitchen.
- 7.** Put the bed linen, towels, bath mat, tea towels, dishcloths, etc. in at the laundry depot (between apartments 111 and 112).
- 8.** Place the furniture as it was on arrival (cf. floor plan 'Om de enkelte lejligheder').
- 9.** Close shutters and doors. Switch off the air condition and outdoor lighting.
- 10.** Place the name slip and door keys in the envelope and leave it at the reception desk at Saturday 10 am at the latest. This is a sign that the apartment is vacated and can be cleaned.