

## THE SUNSET SAND COMMUNITY ASSOCIATION CLUB HOUSE EXIT CHECKLIST

Please complete the tasks listed below before vacating the Club House.  
The fee listed will be deducted from your security deposit for any task not completed.

**BE SURE TO SIGN AND LEAVE THIS FORM  
ON THE CLUB HOUSE KITCHEN COUNTER.**

COMPLETED	TASK	FEE
<input type="checkbox"/>	Basic Cleaning (See Club House Rules)	\$ 22/hour
<input type="checkbox"/>	Take out the trash and re-line Trash Receptacles (Bags in bottom)	\$ 10
<input type="checkbox"/>	Turn off all lights	\$ 10
<input type="checkbox"/>	Leave the signed Exit Checklist on kitchen counter	\$ 10
<input type="checkbox"/>	Vacate Club House at the scheduled time	\$ 20

Renter's Name \_\_\_\_\_

Date \_\_\_\_\_

CLUBHOUSE MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

Total Fee Charged \$\_\_\_\_\_