

# WELCOME

## MCCOLL PARK SHELTER HOUSE

As a courtesy to the next group of renters, when finished using this facility,  
PLEASE:

- Take garbage bag from kitchen container to trash dumpster by the roadside. Wash out trash cans if necessary and insert a new bag from under the sink.
- Make sure floor is free from debris – sweep and mop as necessary.
- Check restrooms – flush toilets and replace empty toilet paper rolls and/or paper towels if necessary.
- Check refrigerator for food items. Wipe shelves and door seals. Leave on and ensure doors are closed tightly.
- Close and latch all windows.
- Remove any tape used for decorating.
- Turn off all inside lights.
- Turn off ceiling fans.
- Check for articles left behind.
- Account for 7 long tables and 48 green chairs. Notify City Hall if these are not present when you arrive.
- Lock all doors except unisex restroom on west (main entrance) porch.
- Return Key to City Hall – May be dropped in drop box after hours.