

Guest checklist before leaving Finca Regalo

1. Two days before departure throw one bag of Eparcyl into toilets. To be found in the W.C main house.
2. The day before leaving clean the floor of the swimming pool from leaves and other debris and put fresh chloral bricks into skimmers.
3. Check if all the switches on the swimming pool electrical board are in ON position and the switch for automatic cleaning of the swimming pool is in AUTO position.



4. If the guest house was in use switch off the electricity and water heater there and close all the windows and doors. Hang the keys on the keys board inside the main house.
5. Before departure, especially during the dry season, consider to give manually extra water to the trees and shrubs around the house using standard irrigation hose system.
6. If the decalcification unit filter is dirty clean it using openings valve on site of it. Be aware of water running under pressure from the filter during this procedure. **ATTENCION!!! DO NOT DISCONNECT THE WATER PUMPS FROM THE ELECTRICITY SOCKETS. Check electricity supply to the pump house. (led's on Ca++ filter are lighting)** Close the door and hang the keys on the keys board inside the main house.



7. Close all the windows.
8. Close all windows shutters inside the house.
9. Move the terrace table into the house and the chairs into the utility room.
10. Close the iron door shutters using standard and additional lock's (living room downstairs, main entrance,)
11. Check all sanitary for water leakage
- 12. If used switch off and disconnect from electricity the hot water boilers. (W.C. in the old house, bathroom guesthouse.)**
- 13. If used store the gas heaters in the entrance hall. Be sure to close the gas outlets or, what is the best, remove the reduction valves from the gas bottle.**
14. Disconnect the propane gas bottle for the kitchen and store it inside the kitchen.
- 15. Remove all short term usable items from the refrigerator and the freezer**
- 16. Collect all garbage from the house and deposit it in special garbage collectors (punto limpio) to be found in every nearby-located village on your way back to the airport.**

17. IF USED, SWITCH OFF AIRCONDITIONING

18. Deposit dirty linen and towels into bag to be found inside the bathroom.
19. Close the door of the swimming pool machinery house, pump house and the storage place. Hang the keys on the keys board.
20. Close from inside the main entrance iron shutters and the door on the garage side of the house. Hang the keys on the keys board
21. Switch off the electricity in the house.
22. Check if the iron entrance gate above the house is closed. Put the key on the keys board.
23. **Set the alarm on** pressing the first button on the left of the alarm keypad.
24. Leave the house using the same entrance you enter the house first time closing the door and the iron shutter of the house kitchen. Hang the keys in on arrival agreed place.
25. **Close the iron entrance gate to the Finca**, have a last vacation look on the sea and have a nice trip back home