

# DEPARTURE CHECK LIST

- Please leave the keys in the security box when you leave.  
Check out is at **10 AM** unless you have pre-agreed a late checkout with us. Please be sure to have removed all bags and belongings from the property so that we can get it cleaned and ready for the next guests that check in at 16:00.
- Rubbish – please make sure all rubbish is removed and put in the communal (green) bins outside the property.
- Hair dryers/remotes/games/DVD's – please make sure they are back in their original positions for a cross check by our Housekeeping.
- Cushions – please make sure outdoor cushions are left under the covered veranda if you leave.
- BBQ/Oven/Microwave – please make sure they are clean on departure.
- Fridge – please make sure the fridge is left clean and empty on departure.
- Dirty dishes – please make sure the dishwasher is emptied and all plates, cups, pans etc. are clean and in the cupboard.
- Keys – please lock all keys securely in the key safe box when you leave.



WE WISH YOU A GREAT STAY! TEAM CYPRUS VILLA RETREATS