

# Checklist at check out

Name group leader : .....

Date check-out : ...../...../.....

Time check-out : .....

Account number for deposit return (only for direct bookings) : .....

## KEYS

	Handed over at check in	Handed over at check out
Blue		
Red		
Yellow		
Casita		

For every lost key a fee of € 50 will be charged. (These are security keys linked to a key plan and therefore cannot be duplicated easily, hence the high cost)

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## GARBAGE

All garbage removed by tenant ?  yes  no

An additional charge for not removing waste may be deducted from the deposit, depending on the order of magnitude of the waste left behind.

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## COLLECTION OF BED LINEN AND TOWELS

All bed linen and towels collected on kitchen floors as requested ?  yes  no

Failure to collect bed linen and towels will not be charged as an extra cost but considered an act of courtesy from the tenant to the landlord. We would therefore like to remind tenants of this for future rentals.

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## HAIRDRYERS – ELECTRICAL APPLIANCES

Any missing hairdryers at check out ? :  yes  no

Any missing TV sets, karaoke box or other electrical appliances ?  yes  no

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# IDENTIFICATION OF DAMAGES (quick tour) :

## Unit 1 in main house (Nauticaa)

Kitchen	
Dining room	
Living room	
Santorini	
St. Tropez	

## Casita

Portofino	
Amalfi	

## Unit 2 in main house downstairs (20.000 leagues under the sea)

Kitchen	
Dining room	
Living room	
Jules Vernes	
Captain Nemo	
The Nautilus	

## Unit 3 in main house upstairs (Mystic Travels)

Kitchen	
Dining room	
Living room	
Atlantis	
Maya	
Inca	
Aztecs	

## Outside areas

Outside kitchen	
Pool area	
Lounge area	
Billiards area	
Beach area	
BBQ area	
Terraces	
Petanque and fountain	
Other	

Name delegate of Palmview

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Signature

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Name delegate of tenant

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Signature

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