



Windrush by the Sea

Gem of the Oregon Coast

MAIN HOUSE - CHECK-OUT PROCEDURES

We hope you have enjoyed your stay at Windrush by the Sea. We would appreciate it if you would leave the facilities in the same condition that you found them. Please adhere to the following checklist before your departure:

1. Strips sheets and pillow cases from any and ALL the beds that were used and place the linens on the floor by the washing machine in the basement laundry room.
2. Pick up all towels, hand towels, and wash clothes from both the kitchen and bathroom, also placing them on the floor in the basement laundry room.
3. Place any unwashed dishes, pots, and pans in the dishwasher. You do not need to start the cycle.
4. All food items need to be removed from the refrigerator and freezer.
5. If you have borrowed any kitchen items from the Studio House, they need to be returned.
6. Any and all furniture that you moved during your stay, needs to be returned to their previous location of when you arrived.
7. Turn off all lights as well as locking all doors and windows.
8. When leaving, the thermostat needs to be set at 60 degrees.
9. Pick up any paper, pop cans, and any debris and place them in the appropriate waste and/or recycle containers.
10. Pick up any litter that might be left outside and place it in the garbage can.
11. Return garbage and recycle containers to the platform out by the road at the intersection of Coast Road and James Street.
12. Fasten shut the entry gate in the closed position.

Following your departure, we will do any general cleaning in preparation for the next guests which will include laundering the linens and making up the beds, cleaning the bathrooms, kitchen, and vacuuming the rooms.

Please adhere to the instructions that you were given with respect to returning the keys.

Respectfully,

The Management at Windrush by the Sea

*A unique ocean front, compound setting featuring two houses with beach access.
Ideal for family vacations, reunions and organization retreats.*

Seal Rock, Oregon

www.windrushbythesea.com

541.953.4033