



## Departing The Birks

On arrival at the Birks it should be found in a clean and tidy condition, should you have problems or queries with the condition please email [bookings@thebirks.org](mailto:bookings@thebirks.org).

On departure please leave the Birks in a clean and tidy condition for the next party's enjoyment, the following should be completed:-

- All bins should be emptied & all rubbish put in the skip or recycled. Recycle points in Millom & Ambleside.
- All fridges should be emptied, wiped down and switched to the lowest setting. NOT THE FREEZER.
- The kitchen should be clear of all utensils & sinks should be left clean.
- The ovens, microwave & toasters should be empty & left clean.
- The bedrooms & landing should be hoovered & be left clean & tidy.
- The stairs & all downstairs floors should be swept & mopped through.
- The toilets should be cleaned & bleached.
- The showers should be left in a clean & tidy condition; all sinks should be wiped down.
- The Barn / Dining / lobby should be swept & the upper floors mopped, all tables / chairs should be wiped down & re-stacked.
- The Fire should be cleaned out if used.
- Ensure that the water & heating is switched off.
- Ensure all lights are switched off & all doors & windows are secure.
- The Garden should be clear of any dog mess, cigarettes & other rubbish, please note the coal is strictly for indoor use only and not outdoor fires. All dogs are restricted to the lobby & outside areas only, please take care of the local wildlife & keep dogs under control.
- The gates should be kept closed but not blocked as these are used by walkers.
- As per our Forestry Commission covenant open fires are **NOT** permitted within the grounds of the Birks at any time.

Cleaning supplies are located under the sink in the kitchen and the cupboard under the stairs. The Caretaker will report any issues arising from your stay.

It is vital to maintain the condition of the Birks for everybody's enjoyment and for the future generations and the Birks Committee appreciate your help in achieving this.

Thank You