

Report form Godeset Scout base

Tenant:			
From date:		From time:	
To date:		To time:	
Leader in charge:		Phone:	

On arrival at the Scout base (check items):

- ☐ Keys to inner doors are located in a key box (small box between the switchboard and the fire hose cabinet in the hallway). The code for the box is provided by SMS / Phone
- ☐ In the fuse box there is a switch labelled "Bryter for varme". This must be set to position 1 in order for the heating of the building to be operational
- ☐ Go over the building and see that everything is in order and in good condition. Deviations are reported at the bottom of this form

Prior to departure from the Scout base (check items):

- ☐ Everything is cleaned, tables are dried and floors are swept
- ☐ All kitchen accessories are cleaned and put in place
- ☐ Coffee maker is disconnected
- ☐ WC is cleaned
- ☐ All food and leftovers are taken home
- ☐ Make sure all doors are closed and locked
- ☐ Check that the door to the toilet is locked
- ☐ Turn off the heat on the timer, turn off the lights and set switch "Bryter for varme" in the fuse box to "Auto" when you leave the building
- ☐ Put all the keys back in place
- ☐ Leave the building through the main door by pushing the key switch on the inside. Make sure that the door is locked once on the outside

Charcoal:

We have used ____ ea. bags with charcoal (an opened bag = a used bag). For these we pay NOK 150, - pr. bag (additional to the rental price).

Deviations observed on arrival:

In addition, we would like to give following feedback (plusses and minuses):

Completed form to be submitted electronically to: Godesetspeiderne att.: Kjetil Sævareid, e-mail: kjetil.saevareid@gmail.com