**WEST MILTON MEMORIAL PARK**

**CHECK IN & CHECK OUT INFORMATION**

**BEFORE CHECKING IN:**

* A CODE FOR THE KITCHEN AND BATHROOM DOORS WILL BE PROVIDED TO YOU IN ADVANCE. PLEASE MAKE SURE YOU HAVE YOUR CODE BEFORE 12 P.M. ON FRIDAY. PLEASE CALL THE TOWNSHIP OFFICE (570-568-8643) BEFORE 12 P.M. IF YOU NEED ASSISTANCE.

**BEFORE CHECKING OUT:**

* REMOVE AND PLACE ALL TRASH IN DUMPSTER.

PLACE NEW GARBAGE BAGS IN ALL TRASH CANS.

* TURN OFF KITCHEN & PAVILION LIGHTS. LIGHTS IN THE BATHROOMS AND KITCHEN CLOSET ARE SENSOR OPERATED.
* LOCK THE SERVING WINDOW DOORS.
* LOCK BATHROOM AND KITCHEN DOORS.

**PARK IS OPEN FROM DAWN TO DUSK**