

NTC - Open Rental CHECKLIST



1. Unlock and leave locks in place where they live (pool rules)
 1. Main Gate ... may prop open with stone during arrival and departure only. **All other times gate must be closed (pool rule)**
 2. Pump room .. Keep closed during day; unlocked is okay (pool rule)
 3. Locker rooms – latch doors open (so no touch by others)
 4. Equipment shed
2. Single light switch in pump room turns on...
 1. Pump room
 2. Locker rooms
3. Trash cans out of locker rooms and in locations as shown on plan. Leave lids off trash cans (so not touch)
4. Place hand sanitizer at locations
5. Set up cones
6. Set out rescue tubes & first aid kit
7. When installed, remove pool vac – pull by cord, then when close pick up by handle
8. Lane lines and backstroke flags may need to be installed. Athletes may participate.
9. Note: There tends to be an issue with nightly fence hoppers, so you may find objects in the water. Remove and notify Head Coach. (pool rule)
10. As courtesy to NTC, please clean drains both in the main pool and kiddy pool. (pool rule)

NTC - End of RENTAL CHECKLIST



1. Note: There tends to be an issue with nightly fence hoppers, be sure everything is put away and locked. (pool rule)
2. Clean drains both in the main pool and kiddy pool. (pool rule)
3. **Every day at the end of rental, remove lane lines and backstroke flags and put away.** Athletes may participate.
 1. Don't forget to return the lane tightening wrench!
4. Return all other equipment to pump room...cones, markers, sanitizer, rescue tubes, first aid, etc.
5. Empty trash and deposit in bin in parking lot. Install new liners (from pump room).
 1. **Store trash cans in locker rooms**
6. Single light switch in pump room turns off...
 1. Pump room
 2. Locker rooms
7. Lock up
 1. Main Gate
 2. Pump room
 3. Locker rooms – latch doors open (so no touch by others)
 4. Equipment shed
8. **Be sure everything is cleaned and put away, as if FOX was never there.**