

Task	Complete?	N/A
Paid a plow company to maintain the driveway in case of snow. (Privately owned facilities)	<input type="checkbox"/>	<input type="checkbox"/>
Ensured electric and fuel oil / propane bills are paid.	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen refrigerator is cleaned.	<input type="checkbox"/>	<input type="checkbox"/>
Basement is clean.	<input type="checkbox"/>	<input type="checkbox"/>
Informed Bernard if there are projects taking place over winterim.	<input type="checkbox"/>	<input type="checkbox"/>
Provided Bernard contact information for at least one person if students are staying in the house over break.	<input type="checkbox"/>	<input type="checkbox"/>
Provided a list of winterim students to Bernard.	<input type="checkbox"/>	<input type="checkbox"/>
Provided Bernard with contact information for emergencies.	<input type="checkbox"/>	<input type="checkbox"/>
Closed and latched all windows.	<input type="checkbox"/>	<input type="checkbox"/>
Placed shovels, sand and/or salt outside.	<input type="checkbox"/>	<input type="checkbox"/>
Nothing is stored on the main floor.	<input type="checkbox"/>	<input type="checkbox"/>
Areas behind and on counters are clear.	<input type="checkbox"/>	<input type="checkbox"/>
If relevant, contacted ARC about servicing air changer.	<input type="checkbox"/>	<input type="checkbox"/>
No bikes, scooters, etc., are in the driveway, on walkways or in any place that would impede clearing snow.	<input type="checkbox"/>	<input type="checkbox"/>
No electric scooters left in the house, or at the very least not left charging.	<input type="checkbox"/>	<input type="checkbox"/>
If relevant, scheduled a furnace cleaning.	<input type="checkbox"/>	<input type="checkbox"/>