

Return Keys & Checkout Policy

We hope you have enjoyed your stay at our home.
Please note that checkout time is at **11am**

Let me remind you to check you have all your belongings including plug-in chargers, like iPad, mobile charges, etc (did you know these are the items most often left behind?)

To return the keys, please follow instructions on next page.

Your deposit will be refunded within 7 days after your checkout.

We hope you have a safe journey home and visit us again in the future!

Regards,
Roberto Muñoz Andrés

Next page, checkout list



CHECKOUT LIST

Return Keys. Place the keys in the red dish in the drinking cabinet in the living room and make sure the car park remote control is there as well. [Please,](#)

1.- Take all your personal belongings to your car

2.- Take your car out of the garage

3.- Return to the apartment to leave the keys in the red dish mentioned before.

4.- Now, you may leave the apartment making sure you close the door of the apartment (you can't return after).

5.- To leave the building, use the door next to the car entrance. You will see a switch on your right next to the door, as you press it the door will be released and then you can exit. Ask the Concierge if you are unsure about this.



Remove perishable food from fridge and freezer

Please take all trash, including bathroom trash bags, out to the trash bins as per the property guide & follow disposal instructions.

Clear all kitchen countertops and leave sink empty.

Load all dishes into the dishwasher and run it on the normal cycle

Return all furniture, ornaments, books and games to original locations

Return sun umbrellas, beach chairs and paddle rackets and balls to their original location.

Make sure all cushions in the balcony are attached to the furniture to prevent them from going with the wind in case of strong wind

Make sure all kitchen appliances are switched off. (Please, [don't turn off the Wifi Router](#))

Place TV, DVD and Digital + remotes controls on TV Stand

Turn off all lights in all rooms

Turn off the Air-conditioning system

Close and lock all windows

Ensure you have packed all your phone/iPad/Laptop etc., chargers

Double-check all drawers and closets for personal items.

Damage/Breakages:

(Please let us know about it so we can replace/repair broken or damaged items before our next guests arrive)

Faulty Equipment or Appliances:

(Please advise us of any appliance or piece of equipment that is faulty)

Any items you would have liked to have been provided:

(We like to think we have thought of everything – if we haven't please let us know)

Thank you for your cooperation