

ITEM	TASK	DATE	BY WHOM	CONFIRMED
ACCESS				
KEYS	COLLECT			
LOCATION	LOCK UP			
ALARM SYSTEMS	IDENTIFY/OPERATE			
CAR PARKING				
SIGNS TO	TAKE DOWN			
MARK OUT AREA	DISMANTLE			
RAMPS/BOARDWALKS	DISMANTLE			
SIGNS TO EVENT	TAKE DOWN			
FIRE EQUIPMENT	RETURN			
DIRECTIONAL SIGNS				
SIGNS	ADVISE TAKE DOWN		AA/RAC/LA	
ELECTRICITY	SEE 6.2.3			
CALOR GAS				
SUPPLIES	RETURN UNUSED			
WATER	SEE 6.2.3			
FIRE EQUIPMENT	SEE 6.2.3			
LIGHTING	SEE 6.2.3			
INFRASTRUCTURE	SEE 6.2.3			
SECURITY	SEE 6.2.3			
ENTRANCES/EXITS	CHECK/CLOSE DOWN			
CASH TRANSPORTATION	SUPERVISE			