

Nightly Club Pack-up

If you are the last to leave the club at the end of the day, please check that all of the following items have been done. Even if you think it's relatively early and that someone else will probably be along later, unless you know for sure someone else is arriving it's always best to pack up properly just in case.

- **Take up the mats from all corners.**
- **Put down the meshed metal frames at the two far-end corners.**
- **Check that all lights are switched off.**
- **Ensure the doors are locked, both clubhouse doors and the main entrance door.**

Thank you for your attention to these points. Ensuring this is done every day will contribute to the smooth running of the club and avoid potential larger problems arising.