and of trip handover CHECKLIST	To be left on the boat
end o	Tol

Organizer:	r: Start Date: End Date:		
GAS L R	Toilets F R		
Front 13kg E	F	Water of 785 litres Fuel F E	
Back door lobby stock	take		
No of Windlasses	Single (0) Double(10)	• Chains (2) No. of Mooring • Hooks (2) • Pins (3)	
Battery meter • En	ngine (Y)	No. of Lock security keys (4)	
readings with • Se	ervices (Y)	Engine hours (read meter	
engine off (R/Y/G) • Li	ights (Y)	inside, by back door)	
Consumables stocktak Blue for loos (1) Oil for engine (1) Spares are stored under the	Kool G	oiler cupboard and rear loo fuard Antifreeze (1) ess panel adjacent to hull), top up from there.	
Electrolyte Level Chec	:ked? No need! All batte	ries are sealed as of summer 2020.	
Leaving the boat check Diesel Heater OFF ¹ Blower Box Fans OFF Gas Front OFF Water Pump OFF All kitchen taps OPEN Fridge left OPEN ² Rubbish bin emptied PSH system OFF ⁴ Loos open, valves clos Boiler cupboard emptie Mooring chains/hooks ⁶ Curtains closed Diesel Heater exhaust cl	Poles Life b Tiller Kitche Front Veget Grill t Bolt s Electr ed Rear s Bolt re	inside belts inside & Kingfisher inside en window boarded door boarded table box empty ³ tray cleaned side hatch ricity OFF ry Master Switch ⁶ to setting 2 steps boarded (on a slope) ear door	
2. Leave this page on the	ne boat. If possible, take	page and tick box to right. a picture of this completed ne.uk with location details.	

¹ This is important. The Diesel Heater is designed to operate even if the boat's electrical systems are shut down. Leaving it on could both flatten the batteries and empty the fuel tank!

² Put a stool in front of the fridge so that door cannot close.

³ Please do not leave vegetables and fruit in the box under the seat behind the fridge.

⁴ Port Side Heating system controls are on the wall above rear toilet, leave "system on" **up** and "engine off" **up**.

⁵ CLOSE WATER SUPPLY VALVE BEHIND EACH LOO (red lever), use wooden struts to hold loo flaps open.

⁶ For engine start and normal running, set to position **1+2**

⁷ Check that diesel heater exhaust, port side (left looking forward from the stern) outer hull of engine compartment, is not blocked with mud (small flush outlet about 3"- 6" above raised bilge outlet). If blocked try and remove, being very careful not to push mud further in. If unable to check/fix (time constraints or too difficult) **BE SURE NEXT USER KNOWS** AND DOES NOT START THE HEATER UNTIL CONFIDENT THE EXHAUST IS CLEAR.

OLYMPIC end of trip handover NOTES To be taken home

Complete and take home!

Date:			
	I late.		

EITHER record the status, shortages and problem information below before you leave the boat, **OR** take a picture of page 1. When you get home follow the checklist below.

Status, Shortages and problems

- Copy Gas, Toilets, Water and Fuel information from front sheet.
- Record any other shortages that you have not been able to rectify, e.g. broken cups and glasses.
- Record any supplies you have exhausted, e.g. used last oil, fuel or water filter.
- Finally record any problems that could impact next trip.

GAS		\boldsymbol{L}	R
	F		
Front			
	1/2		
13kg			
	E		

Toilets		F	R
	F		
	1/2		
	E		

***		F	
Water			
	Fuel	1/2	
of 705 litua			
of 785 litres		Е	

Checklist for actions at home

- 1. Inform all members of boat location, status, shortages and problems; use the email address <u>all@olympic.me.uk</u> (include copy of checklist page if available).
- 2. Consider if you can rectify any of the shortages or problems before the next trip; remember they are your problem (note that Clive has spare window glass for main and loo windows).
- 3. Positively handover responsibility to next user, you may need to do this before you leave the boat if they are already on their way. The user diary can be found at www.olympic.me.uk
- 4. Complete a Trip Account Sheet, blanks are at www.olympic.me.uk

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