Campsite Turn Checklist

OM-06E | Chapter 14 | Owner and Manager | Version 1.0

Check each site after departure and before the next arrival. Use approved procedures and report utility or equipment hazards for qualified attention.

Write in the spaces or click a blank field to type in Word.

Site and date	Worker and arrival deadline

Check	Item	Evidence or next action
	Confirm the site is vacated and record visible damage	
	Remove litter and handle abandoned items under property policy	
	Check the fire area for heat and hazards using the approved procedure	
	Clean the table and restore the site surface as assigned	
	Visually check hookups and report damage without attempting unauthorized repair	
	Check access, clearance, drainage, and obvious trip hazards	
	Confirm site number, reservation status, and guest information	
	Have the authorized person release the site	

Mark each item Done, Open, or N/A. Explain open items and name the next action.

Hazard or work order and restrictions

Finished time, checked by, and remaining action

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