IWIKAU SKI CLUB

 LODGE OFFICER’S REPORT 2021

To be completed and emailed within 14 days of being Lodge Officer, to

bookings@iwikau.com

**Lodge Officer's Name** **Date**

**Period Covered** From: Day Date

 To: Day Date

# Water Tank Status (Visually check, measure with stick if appropriate)

|  |
| --- |
|  |
|  |

# COVID-19 Related Issues

|  |
| --- |
|  |
|  |
|  |
|  |

# Health & Safety: Incidents, Concerns, Near-misses

|  |
| --- |
|  |
|  |
|  |
|  |

# Casual Bookings or Meals

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Address | Meal | Fee Paid | Fee Due |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# Maintenance Requirements

|  |
| --- |
|  |
|  |
|  |
|  |

# Discipline & Complaints

|  |
| --- |
|  |
|  |
|  |

**General Comments (Stores, Duties, Meals, Bookings, Procedures)**

|  |
| --- |
|  |
|  |
|  |
|  |