

POWER DOWN CHECKLIST



Turn Off & Unplug:

- Speakers
- Computers
- Printers
- Fans
- Electric pencil sharpeners
- Coffee machines
- Projectors & TVs
 - Smart Boards
 - Chromebooks & tablets
 - Photocopy machines
- Empty, defrost & unplug refrigerators & freezers
- Turn off all lights
- Turn down the heat

