

Fuel	Refuel the plane, if flight was longer than 1.0 tach time.
Valve	Set fuel valve to left or right, not both, when parking.
Sun Scr	Place the sun screen over the windshield.
Gust	Install the gust/control lock.
Vents	Close the air vents.
Belts	Buckle the seat belts across the seats.
Keys	Place the keys in the lock box.
Pitot	Install the pitot cover.
Plugs	Install cowl plugs.
Wings/Window	Clean the bugs off the wings, windshield, struts, stabiliers.
Tie	Tie down the plane, all three points.
Chocks	Install the wheel chocks on the left main wheel, not the nose wheel.
Clean	Clean and tidy the inside of the plane. Throw out trash and used bottles. Put fuel sticks, fuel drain cups, clipboard, headsets, back where they go.
Restock	Restock the plane with oil, towels, etc.. Use supply box, if necessary.