Rest Easy first-day setup checklist

Business: _____ Site: _____ Date: _____

- ☐ Account activated; own password set and correct business confirmed.
- ☐ Plan, capacity and renewal dates checked.
- ☐ Unit name, address and timezone correct.
- ☐ Restrooms created under the correct unit.
- ☐ Expected hours/frequency and exceptional closures reviewed.
- ☐ Managers/staff invited and assigned only to required sites.
- ☐ Staff and customer signs assigned, mounted and physically tested.
- ☐ Real first inspection completed; the saved Check recorded confirmation seen.
- ☐ Manager can find the saved record.
- ☐ Available feedback/issue training test acknowledged and resolved.
- ☐ Alert recipients/device permissions checked.
- ☐ Team knows the urgent-hazard and connection-failure procedure.

Manager signature: _____ Next review: _____

Help: business administrator for access; hello@resteasy.ie for product/account questions.

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