

Arrival

What to take:

Sheets, pillow cases and duvet covers, Tea towels, Towels, Toilet roll (cheapest single ply), Food.

What's on board:

The kitchen is fully equipped with pots, pans, plates etc. There are 3 double beds, 3 duvets and 7 pillows. 2 camping chairs, TV with DVD player (currently out of order), Wood burner, portable bbq, clothes airer, vacuum cleaner.

How to get there and address: Will be supplied once you have booked in some dates.

On arrival:

- Water – The water tank is at the front of the boat, lift the lid and place the hose from the stand pipe at the end of the jetty in, prop open the lid so as not to squeeze the pipe. Fill to top, this should last 3-5 days. Keep an eye on it, if you're running low check the map for a place to refill. There are British waterway places to refill along the canal, you need the BW key which is kept in the bottom wicker basket under the stove top.
- Diesel – We will keep the Diesel topped up. There should be no need to check this.
- Bilge pump – The bilge pump is set to Auto. At night switch to off if you need to, as it can be noisy. Remember to switch back to Auto during the day.
- Electric hook up – This should be plugged in at all times when in the Marina. When you start your cruise unplug both ends and place in the right hand box at the rear of the boat. Do not leave out on the top of boat as it could be stolen. **IMPORTANT:** Remember to plug it back in on leaving (see leaving checklist).
- Waste – There is a gauge in the back bedroom to the right hand side of the stairs which shows how full the waste tank is. Keep an eye on this, don't allow it to reach the top as it could overflow. Pump out if/when necessary, if it's not full when you have finished your trip leave it and the next person will do it.
- It's a good idea just to familiarise yourself with all the equipment on board, make sure the toilets flushes, check where the fire extinguishers are, check smoke alarm is working, etc.
- Boats can be a bit temperamental, it may be that something isn't working quite right. Please call Vanessa or Amanda if this is the case.

On board

Kitchen:

- Diesel cooker – The boat engine must be running to switch on and wait until the amber light has stopped blinking. Then alter the temp slowly. It is a diesel heated cooker and can be temperamental. Once the cooker is on and running you can switch off the engine.
- Diesel hob – (as for cooker)
- There is an electric kettle and a toaster on board but these must only be used when the boat is directly plugged into the mains i.e. at the marina. To boil water while on the move or when moored up elsewhere then please use the hob kettle.
- Fridge – Please do not alter the thermostat.
- Hot water – You will get hot water once the engine has been running for a minimum of 30 mins for the sinks and shower. Usually a day's motoring on the boat will heat enough hot water until you start motoring again. If you stay in place for a night and a day you may need to switch the engine on for 30 mins to heat the water again.
- Cupboards – There is a corner cupboard for food and a couple of wicker baskets under the stove top to store food. The cupboard under the sink has dust pan and brush, wicker baskets with cleaning products, bin bags, matches, and firelighters. There is a spare gas hob in a black case with spare gas canisters. This can be used if there is a problem with the Diesel hob.
- There is a fire extinguisher and a fire blanket in the kitchen. Please make sure you know where they are located before cruising.

Bathroom:

- Toilet – This is a macerator toilet, please use as little paper as possible, so as not to block it up. IMPORTANT: Specially designed toilet paper from chandlers or cheapest single ply toilet paper only. The flush is self explanatory, if there does seem to be a blockage use the flush and hold button to operate the macerator without the water. Keep an eye on the waste gauge and make sure you can get a pump out before it gets too full. IMPORTANT: Nothing except toilet paper to put down the loo, no sanitary towels or tampons.
- Sink – The bowl has a plug which you press down to use and press again to open.
- Shower – The left handle turns on the water and the right side alters the heat, on the outside frame of the shower is a small switch for the pump. Push to the left to switch on while you are showering and push to middle to switch off. There is a red glass cleaner in the shower to squeegee down the glass door when you are done.
- The bathroom light is switched on by twisting the light; it does not have a switch.
- Cupboard – There are some first aid bits, shampoo, toilet roll etc.
- The bathroom door can be locked by twisting the door handle.

Bedroom:

- Cupboard has space for clothes, suitcases etc. There is a red tool box, children's life jackets, Vacuum cleaner, umbrella, and spare rain coat and sun hat. There are some spare sheets in the cupboard. There is an outdoor sweeping brush (red) and the mop handle.
- The bedroom door can be bolted open to allow people to move easily through the boat.
- There is a fire extinguisher in the rear bedroom.

Living area:

- TV and aerial – The TV needs to be plugged into the extension cable on the opposite side of the boat. On the right hand side of the TV there is a switch on/off and a DVD player. The aerial is in the middle cupboard behind the dinette. You need to put it together and fix it to the outside of the boat the aerial cable then attaches to the rear of the TV.
- Wood burner/diesel heater – The wood burner gets very hot, you shouldn't need to use this in the summer months, better to use the diesel heater located on the wall behind the dinette. The diesel heater instructions are in the Desert Rose folder in the bottom basket under the stove top.
- The lights above the dining table and above the television are both switched on via switches on the lights rather than from the wall switches.
- The middle cupboard contains a washing machine (out of order), portable bbq, clothes airer, mop handle and mop heads (blue for outside the boat/ yellow for inside the boat)the mop handle is in the rear bedroom cupboard, bucket, indoor broom and aerial.
- There is a fire extinguisher under the television.
- Beds – 2 double beds. 1 in the dinette and 1 in the front next to the door. To make them up:
 - Dinette bed: Remove the cushions from the seats, put to one side. Open the left hand box nearest the kitchen. There are 2 duvets and 6 pillows, take out what you need. Open the right hand box and take out the 3 metal struts. Place the struts in the square holes just under the lids to the boxes and replace the lids on the boxes. Unlock the table underneath at the back next to the wall and pull the table upwards. The large single table leg can then be removed. Place the table on the struts and replace the cushions to form the mattress, the cushions need forcing down a bit to make them fit.

When turning this bed back into a table, lift the cushions and table top, remove the struts and replace the table leg. The table leg should be returned so that the line marked on the masking tape on the table leg lines up with the mark on the floor. Once this is done, the table top can be replaced and the bolts secured on the wall.

- Living room bed: This bed is made up of the boxes that make the sofa. First lift the lid of the lower step, you will see two hinged pieces of wood, lift them up and place the step back so it is flush with the top step. Place the cushions to one side. Move the large boxes to the center with the ledges facing the walls, there are two pieces of wood that you put on the ledges of the boxes and the ledges on the wall. Place the cushions back in the right order- the shortest width cushion to the rear and larger width cushion to the front. You will also need to use two additional cushions which are stored in one of the boxes to make up the mattress.

Each window on the boat has a flexible brass ring inside the frame, pulling a pillow case over these and then replacing them inside the frame creates curtains for privacy.

IMPORTANT: Unfortunately you cannot use hair straighteners, hair dryers, toasters, kettles while you are motoring. You can use them when you are moored up at the marina and you are plugged in.

On the canal

- Waste pump outs – You may need to pump out, it's cheapest at our Marina as we are moored there. Access to the waste tank is via the waste cap which is located on the gunnel just forward of the stern.
- Water – See *On Arrival*, plus there are British waterways stations along the canal, you need a BW key to open the box to get to the taps (BW key is kept in the wicker basket, bottom draw under the stove top). The blue hose pipe in the box at the rear of the boat is used to fill up with water.
- Diesel – You shouldn't need to fill up as we keep the diesel topped up but if you did need to: The VAT on Diesel is charged according to whether it is for propulsion or other, you may be asked what you are using the diesel for when you fill up (generally 60% propulsion/40% other). Access to the diesel tank that feeds the boat engine is via the cap located next to the rudder. Access to the diesel tank that is used by the heater is via the cap located on the front deck (100% heating, lower VAT rate).
- Go slow – It's important to keep your speed down so you can manoeuvre the boat, especially round corners. It takes a while to stop a boat so the slower you go the easier to react.
- Drive in the middle of the canal, this is the deepest point. When passing another boat drive on the right hand side of the canal.
- Turning points – It's important to locate your turning point well in advance or you could find you have to go through a lot of locks before you can turn again. They can be difficult to see, so if you are coming up to one go slow and if you're unsure drop someone off to have a look. You don't want to miss it. Turning points are indicated on the canal map.
- Mooring – You can generally moor up for the night all along the canal with some exceptions: permanent mooring spots, places where the edge is very shallow, turning circles or next to locks.
 - Pull in have 2 people step off and hold bow and stern ropes or one person hold the middle ropes. Try not to drop stern rope in the water; it could get caught in the propeller.
 - Get them to pull you in and hold.
 - In the back box there are 3 steel pins, they have plastic bags on the end, there is a mallet to drive them in to the ground.
 - Place the middle pin in, slanting away (45 degrees) from the boat; make sure you don't obstruct the tow path. Tie up and do the same for the front and back. Put the front pin in a little ahead of the boat and the rear a little back from the boat. The plastic bags are for pedestrians walking along so the pins are clearly visible and not a hazard. Tie the boat up securely, the best way to do this is to pass the ropes through the hoop on the pin and then tie the ropes off on the boat rather than on the tow path. Store any spare/excess rope on the boat rather than leaving it on the towpath.
- Ropes – There are ropes in the front, middle and back of the boat. It is better to hold on to the middle rope when pull the boat in or just holding it before a lock as this stops the front or back from swinging out into the canal. Be careful not to let the back rope drop off the back as this could get caught in the propeller.
- Beaching – Sometime the edge of the canal is very shallow, if you get stuck there is a wooden pole on top of the boat to help push away. Often the best thing to do is put the boat in reverse and it will pull of the

floor, but if you can hear the propeller hit the bottom it is best to try and push off manually. If you are really jammed you may be able to get another boat to pull you off with their boat.

- Tunnels or bridges – Go slow and be prepared to stop if someone is travelling in the opposite direction. Whoever gets to the bridge first take priority.
- Nice places to stop:
 - Cowley lock – Nice pub, Tesco express
 - Coy Carp pub
 - Rickmansworth – The Feathers Pub, Tesco
 - Rickmansworth – Aquadrome (nice cafe in the centre)
 - Cassiobury Park, Watford
 - Stockers Lock – Just before the lock going north
- Locks – One of us will show you how to do this before you travel. But some extra points to remember.
 - These are potentially the most dangerous place on the canal, be very careful.
 - Leave the lock all closed up i.e. all gates closed
 - If you see someone coming up behind you wait for them to join you before you go through the lock.
 - If you get to the lock and you have to empty or fill it before you can move into it make sure there isn't anyone coming in the right direction, if so wait for them.
 - If you're going through a lock with someone else, it's a good idea to pull your weight and if you know you are about to turn or moor up let them leave the lock first.
 - The Cill – IMPORTANT: When you are going down a lock there is a big ledge that the gates rest on, you will see Cill markers on the lock edges. You must keep the boat in front of the cill at all times or the boat could get caught on the ledge as the boat is lowered. Try to avoid hitting the front gates too, as you could get the front bumper caught on the front gate. If the boat gets caught on either end. Shout to shut all sluices, this will stop the immediate problem; you can then decide how to fill the lock back up to rectify the problem.
 - Be careful with the windlasses when you are winding the sluices, hold on tight so they do not fling back and hit you.
- Safety, lifebelt – If someone falls off the boat put the engine into Neutral and if necessary throw the lifebelt out to them. If someone is in the water they will need to move to the tow path side of the canal and pull themselves out, you can then pick them up with the boat, do not attempt to pull someone onto the boat from the water. It's better not to walk along the roof or the sides of the boat, especially while moving, these are the places where you are most likely to fall off. Let people off the front or rear of the boat.
- It is a good idea to keep phones and wallets inside the boat rather than in pockets in case you fall overboard.
- At the end of each day check for drips on the stern tube, located at the rear of the boat directly under the tiller. Lift the red hatch and you will see a brass tap, turn twice, if there is a drip turn 2 more times, repeat if necessary.

Equipment:

- Windlasses are kept in the box seat at the stern of the boat. There are 3.
- Pole and hook is kept on the roof, keep it near the driver. Try to ensure this doesn't drop off the side.
- Life Ring should be kept in easy reach of the driver. Make sure the rope isn't attached to the boat and that the rope isn't tangled. You want to be able to use it efficiently in an emergency.
- Blue water pipe, mooring pins, mallet, are all kept in the stern seat box.

Leaving

- Waste, Water, Diesel – Pump out before you leave the boat if the gauge is showing full. No need to do the Diesel as we will keep it topped up. The water can be left in the tank.
- Mooring up – Tie the boat up from the middle rope mooring peg on the opposite side of the jetty and at the front on the big mooring pin.
- Put the Bilge pump back onto AUTO
- The stern tube, needs 2 turns, this is located under the red hatch on the rear deck directly under the tiller.
- Please close the back blue doors at the tiller.
- Plug the boat back into the electric hook up marked Desert Rose; please wrap the electric cable around the metal pin on the jetty before leaving it up the side of the boat and along the roof to the socket next to the ignition. Wrapping the cable around the pin will prevent it from falling between the jetty and the boat and thus prevents the cable being damaged.
- Cleaning – Please leave the boat as you found it. The boat does get dusty between visits, but it's good to give it a reasonable wipe over. Do any washing up. Once you are plugged into the mains at the marina you can use the vacuum cleaner which is stored in the rear wardrobe. When mopping the floors and decks please remember to use the yellow mop head inside and the blue mop head outside. Please replace anything you use. Try not to leave things on the boat, empty the bathroom bin and remove all perishable food. When you pass the wooden hut on departing there is a skip to throw all your rubbish in.
- Please replace all equipment on the boat to its correct place.
- Make sure all the interior/exterior lights, oven, stove top, television etc. are switched off.
- Locking up – Make sure the boat is locked up, hatches are shut and bolted and windows are closed.
- Please try and leave during Marina opening times (9 - 5.30 7 days a week) so that the key can be left at the shop for others users.
- Please check you have covered the points on the checklist before leaving. Thank you.