

## **Keys Marine Laboratory**

<http://keysmarinelab.org>

PO Box 968

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*updated June 2015*

### **Welcome to Keys Marine Laboratory**

We are dedicated to making your stay a pleasant and productive experience. Talk to KML staff for additional assistance. You will enable us to serve you better by following the guidelines below.

#### **Rules & Field Lab Etiquette**

1. Close-toed footwear with good tread is strongly suggested for uneven terrain and slippery surfaces encountered around the lab and on vessels
2. Water restrictions in the Keys – be mindful of fresh water usage
3. Minimize your carbon footprint – turn off lights, adjust A/C when not needed
4. Please recycle glass, plastic, tin – located behind dumpster
5. Do not flush sanitary products down toilets
6. Do not pour chemicals down drains
7. Be considerate of others' experiments – do not adjust valves, lift tank covers, or touch animals
8. Gates are to be closed and locked after hours for your security
9. Dive float & flag required for all snorkeling activities – ask KML staff
10. No recreational fishing or lobstering from KML property or vessels
  - a. Florida Saltwater Fishing License is required for any recreational fishing off site
11. KML is not open to the public – please make arrangements with us before inviting anyone to visit or stay and we will try to accommodate your request.
12. No smoking or alcoholic beverages within KML compound
13. No pets – no kidding

#### **Deliveries**

1. Faxes, mail, & shipments will be held in the Main Office and may be picked up 8am – 5pm Mon-Fri

#### **Departure**

1. Clean all living quarters – sweep/mop floors, clean bathrooms
  - a. Bring all sheets and towels to the Laundry Room in bags provided
  - b. Leave pillows & blankets folded on beds
2. Take all trash and recyclables to dumpster area (see map)
3. Wash dishes and put away
4. Return all borrowed gear and equipment to proper places
5. Clean up Dry Lab, Classroom, Wet Lab space you have used
6. Experiments must be disassembled and removed prior to departure
7. All chemicals and hazardous waste must be removed upon departure
8. Additional cleaning fees may be assessed for failure to adequately clean up after your group