Grant County Fairgrounds
3953 Airway Dr. NE
Moses Lake WA 98837-1029
(509) 765-3581
www.gcfairgrounds.com
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Building Cleaning

List to assure you receive your full deposit back after the use of our building for your event. If the building needs additional cleaning the cost will be deducted from your deposit at the rate of $75 per person/hour. **PLEASE CALL MAINTENANCE (509-885-5598) WHEN YOU ARE FINISHED WITH CLEANUP SO THEY CAN COME DOWN AND DO YOUR CHECK-OUT.**

Bathroom (Customer is responsible for items 1-3, even with Cleaning Service)

4H Building responsible for 4H Bathrooms, Commercial Building responsible for Commercial Bathrooms

1. Clean any additional refuse on toilets or surrounding sinks, ie: vomit, feces, urine
2. Sweep the Floors
3. Remove and dispose of any garbage

Clean toilets with cleaner including scrubbing bowls and wiping down outside of bowls

Clean mirrors with Glass Cleaner

Wipe down door with cleaner, both inside and outside

Wipe down the counter, sinks and faucets with cleaner

Wipe down walls of bathroom (including stalls) with cleaner

Mop Floors and leave door open to allow floor to dry

Wipe down dispensers with cleaner

Kitchen, (Customer is responsible for items 1-4, even with Cleaning Service)

1. Clean out the sinks and wipe down
2. Sweep the floors
3. Remove and dispose of any garbage
4. Wipe down any spills or food on counters, fridge, oven, microwave and floors

Clean Ovens

Clean the Hood - grease traps, exterior of hood, screens

Wipe out the refrigerator Please only use dish soap

Wipe down the counters

Wipe down the walls

Wipe down the doors and door handles

Wipe down the serving door both inside and out

Clean out the Grease trap

Mop the floors

Main Room (Customer is responsible for items 1-5, even with Cleaning Service)

1. Wipe down each chair, **black chairs stack to 10, folding chairs return to boxes of 50, white folding chairs return to boxes of 40**
2. Sweep the floors
3. Spot mop sticky spots on the floor
4. Wipe down each table, leave tables open to dry. Do not stack.
5. Remove and dispose of any garbage
6. Remove any tape or hooks that may have been used on the ceiling or walls. Damage will be deducted from your deposit.
7. Clean the glass at each door
8. Wipe down the doors and door handles
9. Wipe down the walls

Building Exterior (Customer is responsible for all highlighted areas)

Sweep the Entrance of Building

Pickup any trash or items that are on the grounds surrounding the building and in the parking lot.

Please don't forget to check the back of the buildings and back doors.

PLEASE NOTE: SMOKING IS IN DESIGNATED AREAS ONLY! All cigarette butts must be disposed of in the red receptacles next to the green concrete blocks. This helps to prevent fires at the Fairgrounds. Thank you!

You are responsible for locking your rented facilities from the time you pick up the key to the time you turn the key in, if there is any damage, or theft, as the result of leaving any doors/ Garage Doors open or unlocked while you have the keys signed out will fall on the renter (Lessee).

I Agree that all items on this list have been cleaned and are in satisfactory condition. I will take liability for applicable charges that may occur for any items that need cleaning.

Signature _____ **Date**_____