



Clubhouse Cleaning

MAIN ROOM

- ☐ Sweep / Dust mop the floors
- ☐ Close blinds, *if open*
- ☐ Return tables / chairs in an orderly fashion to the storage closet

KITCHEN

- ☐ Clean all surfaces (*counters, stove top*)
- ☐ Clean floor (*sweep and/or mop*)
- ☐ Clean sink
- ☐ Remove any leftovers from refrigerator from you event

RESTROOMS

- ☐ Clean / Wipe all counter surfaces
- ☐ Clean / Wipe all toilet surfaces
- ☐ Remove all trash from trash bins
- ☐ Sweep / mop tile floors, *if needed*

GENERAL

- ☐ Remove any trash from the clubhouse. (*The dumpster is located behind the clubhouse*)
- ☐ Place new trash bags in all trash bins (*Bags are located in hall storage closets*)
- ☐ Turn off all lights, and fans if used
- ☐ Return the thermostat temperature to where you found it

Push the word SCHLAGE at top of keypad to lock the door