

COMMUNITY CENTER CLEAN-UP LIST

Check list for cleaning room:

- ☐ Pick up trash in room, kitchen, and restrooms. (Two trash bags will be furnished. If you expect to fill more than two, you will need to bring extra.)
- ☐ Wipe down tables, chairs, and counter tops.
- ☐ Sweep floors in room, kitchen, restrooms, and hallway.
- ☐ Mop floors in large community center room, kitchen, restrooms, and hallway.
- ☐ Clean sinks in kitchen and restrooms.
- ☐ Make sure toilets are flushed in restrooms.
- ☐ Make sure Oven and range has been turned off.
- ☐ Pick up trash in parking areas
- ☐ Take trash bags to dumpster by **fire department**.
- ☐ Return thermostats to original settings.
- ☐ Make sure all doors are locked and lights are turned off.

Failure to comply with ALL rules will result in the forfeit of your \$50 clean-up deposit. Any damage to city property or an increase in utility charges due to the thermostat not being reset, could result in additional costs to the application.