

Cleaning Check List

Kitchen

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REFRIGERATOR - CLEAN & WIPE OUT
REMOVE ALL FOOD, BEVERAGES, & ICE

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MICROWAVE - CLEAN & WIPE OUT

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STOVE - CLEAN & WIPE OUT

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COFFEE POT - REMOVE USED FILTERS &
CLEAN OUT

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SINK & COUNTER TOPS - CLEAN & DISINFECT

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FLOOR - SWEEP AND MOP
RUGS - BEAT OUTSIDE

Tables & Chairs

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CLEAN & WIPE DOWN ALL TABLES AND
CHAIRS

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CHAIRS
STACK ALONG THE WALL

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TABLES - PLACE TABLES IN THEIR ORIGINAL
LOCATION ALONG THE WALL

Notes

General & Decorations

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REMOVE ALL DECORATIONS
CONFETTI & GLITTER ARE PROHIBITED FROM FACILITIES
PINS, NON-STICK ADHESIVES, OR TAPE ARE NOT
ALLOWED

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TURN OFF ALL LIGHTS & LOCK ALL DOORS
DOUBLE CHECK KITCHEN DOOR

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RETURN KEY TO LOCK BOX

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REMOVE ALL DECORATIONS
CONFETTI & GLITTER ARE PROHIBITED FROM FACILITIES

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SUMMER - TURN A/C TO OFF
WINTER - TURN FURNACE TO 58°

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ALL TRASH MUST BE TAKEN OUT TO THE
DUMPSTER, LOCATED NEAR BY

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CHECK SURROUNDING AREA AND OUTSIDE
FOR TRASH

PETS ARE NOT ALLOWED INSIDE ANY FACILITY, INCLUDING THE SHELTER HOUSE
PARK HOURS ARE ENFORCED (5:00AM - 10:30PM) LATE DEPARTURES WILL RESULT IN LOSS OF DEPOSIT
IF THE FACILITY IS NOT CLEANED, CHECK LIST IS NOT COMPLETE, ITEMS ARE MISSING OR DAMAGED, OR LATE DEPARTURE
THE SECURITY DEPOSIT WILL BE CASHED.
STORM SHELTER - IS LOCATED IN THE RESTROOMS

AFTER HOUR CONTACT:
PLEASE CHECK YOUR EMAIL FOR PARK RANGER PHONE NUMBER AND INFORMATION.