

Renter Cleaning Check Off List for Home & Venue

- Home cleaning supplies located in pantry. Venue cleaning supplies located in pantry. When done with either, return immediately for child safety reasons.
- Remove ALL reservation items from facilities such as luggage, decorations, food, etc.
- Collect all items left behind by guests. Owner is not liable for lost or damaged items.
- Remove all foods, drinks, floral, etc. throughout each building.
- With soap and water, wipe down ALL tabletops, counters, & sinks (including bathrooms).
- If used, wipe out fridges, ovens, microwaves, & stove tops.
- Disinfect any spills and pick up debris around toilets.
- Venue dishwasher: must be emptied, free of any soap and clear of any other debris.
- All Venue dishes must be completely dried and returned to proper storage location.
- All Home dishes used must be hand washed/dried and returned to storage location.
- Leave all used bathroom towels/rags in bathroom corner on floor out of walkway space.
- Leave all used kitchen towels/rags in kitchen sink.
- Pick up any cigar/cigarette debris around buildings including the grass areas. Bag ASAP.
- Both Home & Venue are to be swept.
- All food, liquids, grease, trash, etc. is to be bagged, tied, and placed in dumpster.
- Collect, bag, tie, and place in dumpster all trash throughout Venue and Home (restrooms, kitchens, exterior trash cans, etc.).
- Do not overfill dumpster, if dumpster is full, notify a team member: (737) 366-1123.
- Both Home & Venue are to be mopped with provided mopping equipment and cleaner.
- During event, mop up and dispose of ANY fluids. If any spills occur during the event, notify venue team member and where mopping took place to obtain a caution sign for safety: (737) 366-1123.