

# KITCHEN AND LOUNGE

*Please leave the kitchen and lounge areas in the clean condition in which you found them. Below, please find a list of must clean areas.*

## KITCHEN CHECKLIST

- 1) Sweep the floor and mop if needed.
- 2) Disinfect all counter tops.
- 3) Scrub the sink and surrounding areas.
- 4) Clean refrigerator and freezer as necessary. Please do not leave food to spoil.
- 5) If used, please clean the microwave oven, walls, and glass plate
- 6) Turn off all burners and oven when finished. Clean the stovetop and burners; this is to include the oven if used.
- 7) All utensils including the coffee maker are to be cleaned and stored properly.
- 8) **All trash** is to be properly removed and disposed.

## **WHEN USING GAS GRILLS AND BARBECUE AREA:**

- 1) Please make sure the gas is turned off.
- 2) Please clean the grill after using.
- 3) Please use only one grill to allow others to use the grill. **The grill is not a reserved item.**
- 4) Wipe down all tables and chairs and return them to their proper positions.

## LOUNGE CHECKLIST

- 1) Sweep the floor.
- 2) Clean and wipe down folding and stationary tables.
- 3) Put folding tables and chairs in appropriate storage positions.
- 4) Clear all cushioned furniture of debris.
- 5) Remove all trash and dispose of properly.

*\*Please take down or remove any decorations used for your gathering, including items used to put them up. Please, do not use staples.*