

# Cleaning Check List

## *Kitchen*

- REFRIGERATOR - CLEAN & WIPE OUT  
REMOVE ALL FOOD, BEVERAGES, & ICE
- MICROWAVE - CLEAN & WIPE OUT
- STOVE - CLEAN & WIPE OUT
- COFFEE POT - REMOVE USED FILTERS &  
CLEAN OUT
- SINK & COUNTER TOPS - CLEAN & DISINFECT
- FLOOR - SWEEP AND MOP  
RUGS - BEAT OUTSIDE

## *Tables & Chairs*

- CLEAN & WIPE DOWN ALL TABLES AND  
CHAIRS
- CHAIRS  
STACK ALONG THE WALL
- TABLES - PLACE TABLES IN THEIR ORIGINAL  
LOCATION ALONG THE WALL

## *General & Decorations*

- REMOVE ALL DECORATIONS  
CONFETTI & GLITTER ARE PROHIBITED FROM FACILITIES  
PINS, NON-STICK ADHESIVES, OR TAPE ARE NOT  
ALLOWED
- SUMMER - TURN A/C TO 78°  
WINTER - TURN FURNACE TO 62°
- TURN OFF ALL LIGHTS & LOCK ALL DOORS  
DOUBLE CHECK KITCHEN DOOR
- RETURN KEY TO LOCK BOX
- REMOVE ALL DECORATIONS  
CONFETTI & GLITTER ARE PROHIBITED FROM FACILITIES
- SUMMER - TURN A/C TO 78°  
WINTER - TURN FURNACE TO 62°
- ALL TRASH MUST BE TAKEN OUT TO THE  
DUMPSTER, LOCATED NEAR BY
- CHECK SURROUNDING AREA AND OUTSIDE  
FOR TRASH

## *Notes*

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

PLEASE CHECK YOUR EMAIL FOR PARK RANGER PHONE NUMBER AND INFORMATION.