

Cleaning Check List & Instructions

1. Cleaning can be done Thursday, Friday, or Saturday. (the important thing is that it's done BEFORE Sunday).
2. Cleaning materials are located in the closet in the lobby bathroom and in the closet in the education building bathroom. Vacuums are in the kitchen. Please return all items to the closet when you are finished.
3. Cleaning Duties:
 - (A) Vacuum worship center, lobby, office building
 - (B) Mop all hard surface floors (non-carpet)
 - (C) Clean all bathrooms
 - (D) Windex all entry door windows /sound booth window/ worship center doors
 - (E) Empty all trash cans in dumpster and put in new liners (dumpster is outback behind the piano side of the worship center)
 - (F) Refill toilet paper (as needed)
 - (G) Dust worship center chair rail
 - (H) Dust lobby shelves and window sills

