

Cleaning Check-out List

Kitchen & Gathering Room

- ☐ 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
- ☐ TABLE & CHAIRS - WIPE DOWN TABLE AND
EACH CHAIR
PLACE STOOLS UPSIDE DOWN ON GATHERING ROOM TABLE
- ☐ FLOOR - SWEEP AND MOP
RUGS - BEAT OUTSIDE

Living Room & Bed Rooms

- ☐ FLOORS - SWEEP & MOP
INCLUDING UNDER FURNITURE
- ☐ RUGS - VACUUM OR BEAT OUTSIDE
EMPTY VACUUM
- ☐ NIGHT STANDS - CLEAN

Bathrooms

- ☐ TOILETS - CLEAN & SCRUB
INSIDE & OUT INCLUDING UNDER THE SEAT
- ☐ SHOWERS - CLEAN & SPRAY WITH DAILY
SPRAY AND CLEAN DRAINS
- ☐ SINKS - CLEAN OUT & DISINFECT
- ☐ MIRRORS - CLEAN WITH WINDOW SPRAY
- ☐ TRASH - REMOVE ALL TRASH AND REPLACE
TRASH LINER
- ☐ FLOORS - SWEEP AND MOP
PLACE RUGS & MOP INSIDE LAUNDRY BASKET

General & Decorations

- ☐ REMOVE ALL DECORATIONS
CONFETTI & GLITTER ARE PROHIBITED FROM FACILITIES
- ☐ SUMMER - TURN A/C TO 78°
WINTER - TURN FURNACE TO 50°
- ☐ TURN OFF ALL LIGHTS & LOCK ALL DOORS
DOUBLE CHECK PATIO DOORS
- ☐ RETURN KEY TO LOCK BOX

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

STACK PATIO CHAIRS INSIDE OF THE GATHERING ROOM

*PETS ARE NOT ALLOWED INSIDE ANY FACILITY, INCLUDING THE CABIN

*PARK HOURS ARE ENFORCED (5:00 AM - 10:30 PM) AND CHECK-OUT IS NO LATER THAN 11:00 AM

*IF THE FACILITY IS NOT CLEANED, THE CHECKLIST IS NOT COMPLETE, ITEMS ARE MISSING OR DAMAGED, OR LATE
DEPARTURE THE SECURITY DEPOSIT WILL BE CASHED.

STORM SHELTER - IS LOCATED IN THE BASEMENT OF THE DEER RIDGE CABIN (STORAGE ROOM)

A SIREN WILL ALERT YOU WITH STRAIGHT LINE WINDS AND/OR TORNADO WARNINGS - THIS IS YOUR WARNING TO TAKE
ACTION AS YOU SEE FIT.

AFTER HOUR CONTACT FOR FACILITY-RELATED EMERGENCIES:

PLEASE CHECK YOUR EMAIL FOR THE PARK RANGER/EMPLOYEE'S PHONE NUMBER AND INFORMATION.

Notes