

Responsible party _____

Date _____

____ Floors swept

____ Tables and counters wiped clean

____ Tables and chairs put back as they were found

____ Garbage removed from premises.

____ Kitchen stove and fans turned off

____ Sinks are scrubbed and food is removed from the sink strainer

____ Thermostat is set back to 60 degrees for heat and 80 degrees for air conditioning

____ Any item used is clean and returned to where they were found

____ Bathrooms are clean and left in good condition

____ Front and back doors are locked

If areas are not left clean or dishes are missing, a fee will be assessed.

It is expected that when you leave we will not be able to tell that you were here.