

SPRING VALLEY COMMUNITY CENTER

CHECK LIST

Responsible party_____

Date_____

**Please provide your own dish cloths and dish towels. The supply at the Community Center belongs to a "Daily Use" organization and no laundry service is provided.

____Floors swept

____Tables and counters wiped clean

____Tables and chairs put back as they were found

____Garbage tied up and put on back porch for next day pick up

____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 it was found

____Bathrooms are clean and left in good condition

____Front and back doors are locked

There are community organizations that use this facility on a daily, weekly, or monthly basis and keep their equipment at the center on a permanent basis. Please respect their property.

If areas are not left clean or dishes are missing, some or all of your deposit will not be returned.

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