



Clubhouse Cleaning Checklist/Acknowledgement Rev 10/21

Failure to Clean Clubhouse will result in a minimum of forfeiture of \$150.00 Cleaning Deposit

CLEANING SUPPLIES ARE NOT PROVIDED - PLEASE BRING YOUR OWN

Office Use Only

Party Room

- ☐ Pick up all garbage & debris from furniture & floor
- ☐ Clean up all spills
- ☐ Check & clean each piece of furniture for spills/food debris & note any damage in remarks below
- ☐ Sweep/Mop/Vacuum floors *Bring your own Broom, Mop, Bucket and Vacuum
- ☐ Clean/wipe off the tables and/or chairs prior to storing them
- ☐ Return all furniture to pre-event layout
- ☐ All decorations completely removed including any tape/adhesives, glitter, etc.
- ☐ DO NOT hang any decorations on the walls. Any wall and/or paint damage will be charged to Resident

Kitchen

- ☐ Remove all food items brought to the event
- ☐ Wipe down granite counters using mild dish soap only (do not use cleaners like Windex® or Lysol®)
- ☐ Clean inside and outside of the refrigerator
- ☐ Wipe down sink
- ☐ Empty garbage cans, tie off bags, & take to outside grey trash bins

Children's Play Area (if applicable)

- ☐ Pick up all garbage & debris and clean up all spills

Resident agrees to leave the Clubhouse in the same condition at the end of the event as it was at the beginning of the event. Association reserves the right, in its sole discretion, to charge a cleaning fee not to exceed \$500.00 if the Clubhouse is left unclean following Resident's use. Resident MUST be present for final inspection 1 hour after scheduled event time.

Remarks/Notes _____

Resident Printed Name _____

Resident Signature _____ Date _____