CAMP KIWANIS CLEANUP CHECKLIST

DINING HALL

_____ Tables wiped clean / Tables and chairs arranged as they were found upon arrival.
_____ All trash taken to dumpster, cans rinsed out if dirty, and liners replaced.
_____ Bathrooms in dining hall swept and mopped (if necessary). Flush all toilets. Remove and dispose of all trash, including sanitary disposal in Women's bathroom.
_____ Main dining hall floors swept and mopped (if necessary).
_____ All lights and fans turned off.

KITCHEN

_____ Stoves, griddles, and oven cleaned if used.
_____ Counters and storage areas wiped clean.
_____ Refrigerators, freezers and all coolers checked for spills and all food removed.
_____ All sinks cleaned out.
_____ Floors swept and mopped
_____ Lights, fans and A/C units should be turned off.
_____ All trash taken to dumpster, cans rinsed out if dirty, and liners replaced.
_____ Bathroom on back porch cleaned, swept, and mopped (if necessary).
_____ Doors shut and locked.

DORMITORY SLEEPING QUARTERS

_____ Beds neat, clean (debris wiped off) and arranged as they were found.
_____ All trash taken to dumpster, cans rinsed out if dirty, and liners replaced.
_____ Floors swept (including under the beds) and mopped (if needed).
_____ Return brooms and dust pans to where they were found.
_____ Windows should be closed and locked, screens should be in place.
_____ All lights A/C, heater, and fan(s) turned off and unplugged.
_____ Doors shut and locked.

BATH HOUSE/RESTROOMS

_____ Sinks and mirrors wiped clean.
_____ Flush all toilets and urinals.
_____ All trash taken to dumpster, cans rinsed out if dirty, and liners replaced.
_____ Any fans brought into bathrooms need to be returned to original place.
_____ Floors swept and mopped.
_____ All lights turned off and doors shut and locked.

CABIN(S) AND APPARTMENT

_____ Bathroom cleaned (toilet flushed, shower or tub and sink).
_____ Clean kitchenette area, sink and refrigerator cleaned out, and all food removed.
_____ All trash taken to dumpster, cans rinsed out if dirty, and liners replaced.
_____ Check bedrooms for left behind items under beds, and return any moved beds to their original locations.
_____ Sweep and mop floor, return broom and dust pan to closet.
_____ All lights, A/C, heater and fans turned off and unplugged.
_____ Door(s) shut and locked.

_____/_____ _____/_____

Signature Lessee date Signature Caretaker date