

Maynes Grove Lodge Cleaning Checklist

Please review and comply with this cleaning list to ensure that your security deposit will be returned.

1. **Main Floor**
 - Sweep Floor
 - Mop Floor (if spills occur)
 - Vacuum rugs
 - Wipe off tables
 - Wash smudges from door windows
 - Empty trashes
2. **Kitchen**
 - Wipe off counter tops
 - Clean sinks
 - Sweep floor; mop if necessary
 - Be sure not to leave items in refrigerator, microwave, or oven
 - Clean refrigerator, microwave, or oven if necessary
3. **Restrooms**
 - Clean toilets and urinals
 - Clean sinks and counter tops
 - Empty trashes
 - Replace empty toilet paper rolls
 - Sweep floor; mop if necessary
4. **Garbage**
 - Empty all trash cans and put in dumpster east of the Lodge
 - Replace trash bags, new bags on shelf in utility closet.
5. **Parking lot and Grounds**
 - Please place any trash on grounds from event in dumpster
6. **Before Leaving**
7.
 - Be sure all lights are off and the fans are running on low
 - Be sure all windows and doors are shut and locked
 - Lock key back inside lock box for conservation staff to pick up upon inspection

All cleaning products and equipment will be found in the utility room.

Please use and return.

Any alterations to the lodge or grounds must be permitted by the conservation staff.



**Franklin County
Conservation**