

Checklist before leaving the complex

MARAE

All mattress stacked in alcove

Floor vacuumed

All showers cleaned

All toilets cleaned

Floors in bathrooms mopped

Small room vacuumed

Kitchen cleaned

Curtains opened

Rubbish taken

If Linen was hired, placed in supplied bag/s

HALL

Tables stacked

Chairs stacked (10 to pile)

Floor swept and mopped

Toilets cleaned

Bathroom floors cleaned

Bathroom rubbish taken

HALL KITCHEN

Ovens cleaned

Benches cleaned

Crockery cupboard tidy

Sterilizer emptied of water

Floors swept and mopped

Rubbish taken

Please be aware Colleen will come before you depart to check on the facility. Any damages, missing items or areas not left in the state found will be taken off your bond. Thanks for hiring our facility.