

# **SAINT JOSEPH CATHOLIC COMMUNITY** **FORMATION & FELLOWSHIP HALL CLEAN-UP CHECK LIST** **FOR BOY SCOUT TROOP 883**

☐ WIPE TABLES DOWN WITH DAMP RAG, UNLESS USING LEAKPROOF TABLECLOTHS.

☐ BRUSH OFF ANY FOOD PARTICLES OFF OF THE CHAIRS.

☐ PLACE CHAIRS ON TOP OF THE TABLES AND THOROUGHLY SWEEP FLOOR.

☐ DAMP MOP THE FLOOR OF ANY SPILLS.

☐ PLACE CHAIRS BACK ON THE FLOOR.

☐ EMPTY TRASH, REPLACE BAGS AND TAKE TRASH TO THE DUMPSTER BEHIND THE GARAGE.

☐ CLEAN UP ANY LOOSE TRASH ON THE RESTROOM FLOORS AND DAMP MOP ANY SPILLS.

☐ CHECK THAT ALL ENTRY DOORS ARE SECURELY LOCKED AND THE ELECTRONIC DOORS ARE CLOSED.

**LIGHTS WILL TURN OFF AUTOMATICALLY**

**COMMENTS:**

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**PLEASE PRINT AND SIGN BELOW AND DEPOSIT IT IN THE DROP BOX OUTSIDE THE CASSIDY CENTER**

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PRINT

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SIGN

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DATE