

ST. ROSE COUNCIL OF CATHOLIC WOMEN

Church Cleaning Duties - All Divisions

Please initial/check off when each duty is completed.

ENTRANCE

- ____ CLEAN DOORS W/ WINDEX
- ____ WIPE DOWN WOODWORK W/ MURPHY OIL
- ____ SCRUB FLOOR
- ____ VACUUM RUGS & CARPET
- ____ WIPE DOWN DUST WEBS
- ____ DUST SURFACES HOLDING PAMPHLETS

MEN'S RESTROOM

- ____ SOFT SCRUB SINK
- ____ SHINE FAUCETS
- ____ WASH MIRROR
- ____ WIPE DOWN WALL TILE
- ____ EMPTY TRASH BASKET
- ____ SCRUB FLOOR
- ____ WIPE DOWN DUST WEBS
- ____ CLEAN WINDOW
- ____ WIPE DOWN WOODWORK W/ MURPHY OIL
- ____ CLEAN TOILET
- ____ VACUUM SMALL HALL & RID OF DUSTWEBS

LADIES RESTROOM

- ____ WASH WALLS
- ____ WIPE DOWN WOODWORK W/ MURPHY OIL
- ____ CLEAN WINDOW
- ____ WIPE TILE DOWN
- ____ CLEAN TOILET
- ____ SOFT SCRUB SINK
- ____ CLEAN MIRROR
- ____ EMPTY TRASH BASKET
- ____ SCRUB FLOOR

CHOIR

- ____ DUST WALLS
- ____ CLEAN WINDOWS
- ____ WIPE DOWN WOODWORK W/ MURPHY OIL
- ____ DUST ALL SURFACES
- ____ VACUUM/DUST FLOOR
- ____ VACUUM/ORGANIZE CLOSET
- ____ CLEAN STAIRS

FAMILY ROOM

- ____ DUST WALLS FOR DUST WEBS
- ____ VACUUM VERTICAL BLINDS
- ____ CLEAN WINDOWS
- ____ WIPE DOWN WOODWORK W/ MURPHY OIL
- ____ VACUUM FLOOR
- ____ CLEAN OUT & ORGANIZE CHILDREN'S BOOKS

SACRISTIES

- ____ DUST WALLS & WOOD SURFACES
- ____ CLEAN WINDOWS
- ____ VACUUM CARPET
- ____ CLEAN SACRISTY RESTROOM
- ____ CLEAN TOILET & SINK
- ____ SCRUB FLOOR
- ____ CLEAN WINDOWS
- ____ DUST ALTAR, CHAIRS & PULPIT
- ____ VACUUM SANCTUARY

MAIN ROOM

- ____ BRUSH SAND & ROCKS FROM SURFACES OF PEWS AND WALLS
- ____ VACUUM CUSHIONS IN FRONT PEWS & PICK UP TO RID OF ANY DEBRIS UNDERNEATH
- ____ WASH & DRY MURPHY OIL ALL PEWS
- ____ VACUUM CARPET
- ____ DUST WINDOWS FOR COBWEBS
- ____ DUST STATIONS OF THE CROSS
- ____ DUST STATUES
- ____ CLEAN CANDLE STICKS & BAPTISMAL FONT

CONFESSION ROOM

- ____ DUST
- ____ VACUUM

Note: There is additional vacuum(s) in janitor storage closet by the sacristy.

IF CLEANING SUPPLIES NEED TO BE PURCHASED, PLEASE INFORM THE GUILD PRESIDENT.

THANK YOU ALL FOR YOUR HELP!