

KITCHEN & CHAIR ROOM CLEANING LIST

The parish hall kitchen & chair room are cleaned twice a year; once before the fish fry & once before the bazaar. Cleaning supplies are located under the sink. Please ask the ladies to bring their own scrub rag & bucket.

Below is a list of items the Guild is asked to do.

_____ Clean the sinks in both the kitchen & chair room

_____ Clean & organize under sink

_____ Sweep & wet mop up floors in both the kitchen & chair room. Use appr. 1 cup of cleaner DMQ (brand of soap) per bucket of hot water. Mops, buckets & soap are in the store room.

_____ Clean & organize all cabinets/drawers (including where the coffee pots are stored). Make sure all coffee pots have its corresponding parts. Disperse of any outdated items

_____ Wipe down outside of cabinets

_____ Wipe off all countertops with disinfectant

_____ Wash out the garbage cans w/ Clorox

_____ Wipe off the outside of both refrigerators (kitchen & hallway)

_____ Wipe out the insides of both refrigerators (kitchen & hallway)

_____ Wipe outside & inside of all stoves

_____ Wash/clean the stove burners

_____ Clean the window

Make sure the mop heads in chair room are clean & sanitary. If not, please volunteer to wash them or contact the Guild President to do so.

If you are getting low on a cleaning supply or find damage to property, please contact the Guild President. She will follow up with a corrective action.

If you feel anything should be added or deleted from this list, please contact the Guild President.

**The cooperation from everyone who uses this hall & kitchen is greatly appreciated.
Thank you all for your time.**

