

ORANGE BEACH COMMUNITY CENTER CHECK LIST

CHECK LIST	YES	NO
CHAIRS/TABLE WIPED CLEANED		
CHAIRS STACKED /TABLES FOLDED PUT UP BY WALL		
KITCHEN COUNTERS CLEAN		
STOVE CLEAN		
SINK CLEAN		
ALL FOOD PRODUCTS REMOVED		
REFRIGERATOR EMPTY/CLEAN		
FREEZER EMPTY/CLEAN		
FLOOR SWEEPED		
FLOOR MOPPED		
APPLIANCES OFF		
APPLIANCES CLEAN		
WALLS INTACT/CLEAN		
CEILINGS INTACT/CLEAN		
BATHROOMS SWEEPED		
BATHROOMS MOPPED		
WALLS CLEAN		
BIG TRASH CANS OUT TO DUMPSTER		
BATHROOM TRASH OUT TO DUMPSTER		
OUTSIDE TRASH TO DUMPSTER (INCLUDING ENTRANCE)		
ALL CANS WITH NEW LINERS		
REMOVE STAINS FROM CARPET		
LIGHTS OFF		
ENTRANCES FREE OF DEBRIS		
GROUNDS FREE OF DEBRIS		
EQUIPMENT PRESENT/WORKING		
NO CHAIRS OR TABLES IN JANITORS CLOSET		
VACUUM CARPETS		
ALL SUPPLIES BACK TO JANITOR CLOSET		

COMMENTS _____

INSPECTED BY _____

DATE _____