

BHR Cleaning Requirements

- 1) Inside furniture dusted, cleaned of any spills
- 2) Bar and counter tops wiped cleaned
- 3) Carpets upstairs and down vacuumed
- 4) Hardwood floors dust mopped and wet mopped for any spills
- 5) Tile floors swept and wet mopped for any spills
- 6) Bathrooms swept, sinks cleaned, toilets flushed and waste baskets empty
- 7) Kitchen sink cleaned and wiped dry
- 8) Sliding glass doors, all windows and door windows, cleaned of any fingerprints (use only Windex)
- 9) Folding chairs properly replaced
- 10) Folding tables properly replaced
- 11) All decorations removed, no thumbtacks or nails should be used
- 12) All indoor trash must be taken to the outside dump cart and trash bag replaced.
- 13) If pool area is used, trash must be removed, tables wiped clean, food washed from deck, furniture straightened, trash taken to outside dump carts and trash bag replaced.
- 14) Outside areas around the clubhouse cleaned of trash, cigarette butts, cans, candy wrappers, balloons, food, etc
- 15) Food must be removed from refrigerator and any spills wiped clean inside and out of fridge.
- 16) Cleaning must be completed directly following your party, no exceptions.
- 17) Key to the Clubhouse must be returned to Clubhouse Chair the day after your function. \$250 check is returned after Board member has checked clubhouse, generally the following day.

