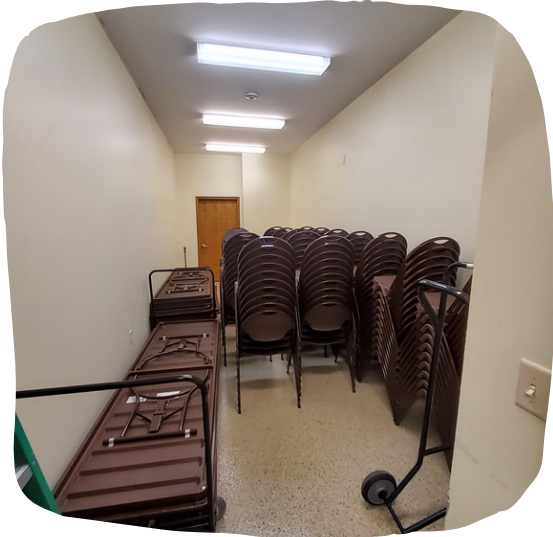


# Dreher Family 4-H Building

## Cleaning List

### North Room

Tables: 20 | Chairs: 160



\*Extra Tables & Chairs will be available if needed if you inform us in advance and return them to designated areas when finished.

Cleaning supplies are in the janitor closet along the west hallway.



1. Sweep the floor. Mop if necessary.  
(use water only - no chemicals)

2. Make sure the video and sound equipment is turned off and put away.



3. Check the trash cans. If there is no food waste and just a small amount of trash, don't empty. If the trash can has food waste and /or is more than half full, please empty it and put the trash bag in the dumpster south of the building. Put a new trash bag in the trash can.

4. Make sure to clean the sinks, microwaves, and refrigerators if used. Check to make sure the refrigerator doors are shut.

5. Make sure the lights are turned off.

6. The furnace will change to the preset temperature on its own.

# Dreher Family 4-H Building

## Cleaning List

### South Room

Tables: 6 | Chairs: 60



\*Extra Tables & Chairs will be available if needed if you inform us in advance and return them to designated areas when finished.

Cleaning supplies are in the janitor closet along the west hallway.



1. Sweep the floor. Mop if necessary.

(use water only - no chemicals)

2. Make sure the projector is turned off, the screen is up and equipment is put away.



3. Check the trash cans. If there is no food waste and just a small amount of trash, don't empty. If the trash can has food waste and /or is more than half full, please empty it and put the trash bag in the dumpster south of the building. Put a new trash bag in the trash can.

4. Make sure the lights are turned off.

5. The furnace will change to the preset temperature on its own.



# Dreher Family 4-H Building

## Cleaning List

### Kitchen Room

Tables: 8 | Chairs: 85



\*Extra Tables & Chairs will be available if needed if you inform us in advance and return them to designated areas when finished.

Cleaning supplies are in the janitor closet along the west hallway.



1. Sweep the floor. Mop if necessary.  
(use water only - no chemicals).

2. Make Sure the video and sound equipment is turned off and put away.



3. Check the trash cans. If there is no food waste and just a small amount of trash, don't empty. If the trash can has food waste and /or is more than half full, please empty it and put the trash bag in the dumpster south of the building. Put a new trash bag in the trash can.

4. Make sure kitchen supplies are cleaned and put away. Clean the sinks, microwaves, refrigerator, and stove if used. Make sure the stove/oven is turned off and the refrigerator doors shut.

5. Make sure the lights are turned off.

6. The furnace will change to the preset temperature on its own.