



MCLEOD COMMUNITY BUILDING
CLEANING RESPONSIBILITIES OF RENTER

\$200.00 FLOOR MOPPING/BUFFING FEE

Renter is ONLY responsible for the following:

1. Remove/haul off all trash from restrooms, kitchen, main hall, and outside of building/parking lot.
2. Sweep the restroom, floor mats, kitchen, and main hall of the building.
3. Wipe down all tables and chairs.
4. Return all chairs to their designated areas.
5. Wipe down counter tops, stove, sinks, and microwave in the kitchen area.
6. Clean sinks, mirrors, and toilets in restrooms.
7. Clean out the refrigerator.
8. Cleaning supplies are to be provided by renter. (Brooms/mops furnished by County)
9. Set thermostat to 78 degrees for AC / set thermostat to 60 degrees for heat. (6 thermostats)
10. Turn off all lights and lock all doors upon leaving the premises.

\$500.00 FLOOR MOPPING/BUFFING/CLEANING FEE

Renter is ONLY responsible for the following:

1. Set thermostat to 78 degrees for AC / set thermostat to 60 degrees for heat. (6 thermostats)
2. Turn off all lights and lock all doors upon leaving the premises.
3. This clean up fee is for normal party favors, not the associated trash from decorations, catering, cooking setup, etc. Any excessive amount of trash (or clean up) will result in additional fees being withheld from the deposit. The Renter is responsible for removing all food from the facility including removal of food from the refrigerator.

I have read and understand my responsibilities for cleaning the building as outlined here and under my facility contract for the event on the following date: _____

RENTER

DATE SIGNED

COUNTY REPRESENTATIVE

DATE SIGNED

CLEANING REPRESENTATIVE

DATE SIGNED