

Canoe Club HOA

Renter checklist and information

Cleaning supplies located in men's bathroom storage closet.

Deposit will be refunded once:

- ✓ The facility has been checked to ensure completion of the above tasks and there are no damages.



Before you leave please

_____ Remove all streamers, tape, decorations, etc. from all tables, rafters, walls, lights, etc.

_____ Remove from kitchen and site food, supplies, etc. that you brought in
Including items in the refrigerator and freezer

Using soap/water/cleaner - wipe down:

_____ Tables

_____ Chairs

_____ Counters

_____ Kitchen sink

_____ Fold and return tables/chairs to the closet in hallway to gym stairs

_____ Clean all floors*

_____ Empty all trash and line with new trash can liners
Including restroom cans

_____ Take all trash home or to a trash bin

_____ Turn off inside lights

_____ Lock all outside doors when leaving and check each to make sure locked from outside

***Note:** Mopping spills – there are directions on what to use to clean the floors on the cleaning closet door