

# WSSC CLEAN-UP CHECKLIST



- Store tables and chairs in the storage room, wipe down if needed. Chairs are to be stacked 10 high. Leave 4 tables and 15 chairs in front of the fireplace as originally found.
- Clean out and wipe down portable bar.
- Vacuum all carpet areas. Any large stains on the carpets will require carpets to be professionally cleaned and this cost will be taken out of the security deposit.
- Remove all decorations, signs, tacks and items on the walls.
- If use the heater, the heater must be turned off.
- Sweep and mop kitchen floor, both bathrooms, both entryways and fireplace tile.
- Clean all kitchen counters, clean and put away the dishes, and clean out the fridge and freezer.
- If they are used, appliances (oven, stove, microwave) must be cleaned.
- Clean both inside bathrooms using Windex on the mirrors, wiping sinks and toilets with disposable wipes.
- Remove all trash to the dumpster or recycle container. This includes any trash or litter found inside or outside the building. Replace liners.
- Close blinds. Close windows. Lock door.