

Ranch House Cleaning Checklist

If you have reserved the Ranch House, the following cleaning must be completed and checked off, and this checklist returned to the Ranch House Monitor. Mail to: Lutheran Valley Ranch Attn: Ranch House Monitor PO Box 1352 Colorado Springs, Co 80901. Remember, the cost for using this facility is low because we all clean the Ranch House so it's ready for the next member to use.

- _____ Sweep and mop all floors.
- _____ Sweep crumbs off all furniture and dispose of any decorations.
- _____ Clean bathroom sinks, toilets, countertops, mirrors, showers and floors. Replenish toilet paper and paper towels, as needed.
- _____ Empty and clean all wastebaskets. Please place clean liners in all cans before you leave, so that there is not trash in any of the cans. You must take all trash off the premises.
- _____ Clean coffee pots and put away any other kitchen property.
- _____ Empty refrigerator, wiping out as needed.
- _____ Clean stove, kitchen sinks and countertops.
- _____ Put all furniture, tables, and chairs back in their original place.
- _____ Clean exterior area of Ranch House of trash, cigarette butts, decorations etc.
- _____ Set thermostat to the indicated temperature.
- _____ Make sure all doors are secure.

Remember: You must remove all trash from the premises, it cannot be left at LVR.

ENJOY THE RANCH HOUSE! The goal is to leave it ready for the next member.

Name: _____ Membership # _____ Date: _____

Supplies
needed: _____

Comments: