RENTER'S CLEANING CHECK LIST

The Theatre Company of The Dalles
PO Box 577
The Dalles, OR 97058
541-370-2513

The Theatre Company of The Dalles is pleased to make our building available to everyone to use. We provide a clean environment and we expect it to be treated with respect. We will present the rooms clean and ready for use. You must comply with the following list in order to have your cleaning deposit refunded.

1. Remove all decorations.
2. Try to keep windows in as good of condition as you found them.
3. Clean toilets and sinks in the men's and women's bathrooms with cleanser. (Try to leave enough toilet paper, paper towels, and soap.)
4. Clean stove, refrigerator, and kitchen sink (if you use them).
5. Clean all tables and counters.
6. Make sure main room is clean.
7. Remove any gum or substances from floors.
8. Hang wet towels and rags to dry.
9. Leave kitchen orderly with enough rags and cleaning supplies on island shelves.
10. Return vacuum and extension cord to the broom closet.
11. Sweep and mop kitchen and main floors.
12. Rinse, wring out, and hang mop to dry. (Do not leave the mop inside of the bucket.)
13. Put away any extra chairs in the storage room.
14. Remove all garbage, bottles, and cans from the inside and outside of the building.
15. Inspect and clean up anything on the outside of the building.
16. Turn of all circuits.
17. Turn off heat and water heater (meaning turn the smaller black box's lever in down position). If you are unsure, turn everything off.