

HELPFUL LIST FOR CLEANING

Clubhouse and Changing Rooms

1. Vacuum the floor
2. Clean all sinks and worktops
3. Clean chair seats and tops of tables
4. Clean toilets
5. Empty waste bins and renew liners if necessary – ALL paper waste to be put in compost bin, cans and bottles return to bar for recycling.
6. Replace paper towels and loo rolls as necessary
7. Clean windows

Kitchen

1. Check tea towels for washing
2. Check fridge is clean
3. Wash floor
4. Empty waste bins and renew liners if necessary – ALL paper waste to be put in compost bin, cans and bottles return to bar for recycling.
5. Clean windows
6. Clean ALL surfaces with Anti-Bacterial spray

Royal Box

1. Vacuum the floor
2. Clean windows
3. General tidy up, putting items in correct place

Miscellaneous Information

1. All cleaning materials are stored under the kitchen sink
2. Replacement toilet rolls are under the sink in the Ladies changing room
3. Replacement paper towels are in the Ladies changing room
4. The vacuum cleaner is stored under the benches in the Ladies changing room
5. The Club House vacuum cleaner is beside the Trophy cabinet
6. The soft broom and mop are in the kitchen near the sinks

Please advise **Steve & Pam Ridgway** if anything runs out

Thank you