

## Clubroom checklist

- Kitchen (including tile and cabinets) clean and refrigerator open and wiped out
  - Sink clean and **sink drain** cleaned out
  - **Sink and mirror** cleaned, wiped in the bathroom
  - **Toilet (especially toilet seat) clean**, floor in bathroom wiped, new freshener in toilet if necessary
  - toilet paper and wipes **refilled** in bathroom
  - **Bathroom trash can emptied** and **new bags** in it
  - Large trash can emptied
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- Turned off fuses after using the room
  - Tables wiped down (legs too!)
  - **Sofas wiped down with a damp cloth** (also the sides and back!) -> not sticky
  - No food leftovers in the sofa seats
  - Technology shelf not sticky, cables not sticky, electronics not slipped
  - **FLOOR WIPED, make sure it doesn't stick (also under the sofas and in the kitchen area, as well as in the entrance area)**
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- Windows and curtains are clean
  - Heaters are clean
  - Skim mats in entrance area reasonably clean
  - beer tent furniture is not sticky after using
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- Outside: no cigarette butts or other trash on the ground, benches outside not sticky or dirty