

CLEANING CHECKLIST

*Cleaning Supplies are NOT provided

- Remove anything left in the refrigerator.
- Wipe down all counters, surface areas, and tables, removing any stickiness that may remain.
- Sweep and/or vacuum all floors. Sweep **and** mop all floors in the kitchen.
- Wipe down windows with Windex as needed to remove fingerprints.
- Wipe down the cabinets under the counters to remove fingerprints.
- Make sure the restrooms are clean **and** sweep the floors of the restrooms.
- Take out **ALL** garbage from your party and **DO NOT** put garbage in the clubhouse or poolside trashcans. (PROVIDE YOUR OWN TRASH BAGS)
- Turn off all interior lights and Lock all doors when leaving the clubhouse.
- Clubhouse thermostat should be set at 78 degrees before you leave.

If any of the above mentioned rules are violated or cleaning is not done, the entire deposit will be forfeited. The Smith Glen Homeowner's Association will also charge the member's account for any actual damages that occur to the clubhouse or pool property during the rental period.

Please leave the clubhouse clean for the next renter. The clubhouse is not cleaned except by the renter before the next rental.