

# Camp Robert Drake Cleaning Checklist

Please complete this list and leave in the facility for the Property Manager to review.



## Cabin(s) Use

EAGLE, HARTWELL, ROTARY, TREEHOUSE, & STAFF ROW AREA.....

- |   |  |
|---|--|
| <input type="checkbox"/> General clean-up: pick up and put everything away            | <input type="checkbox"/> Take all of your supplies with you          |
| <input type="checkbox"/> Wipe off tables/chairs, put tables as found                  | <input type="checkbox"/> Pick up around campfire area                |
| <input type="checkbox"/> Clean out wood stoves, if used                               | <input type="checkbox"/> Replace fire wood, as able & store properly |
| <input type="checkbox"/> Pick up around bunks & mattresses                            | <input type="checkbox"/> Wipe counters, shelves and disinfectant     |
| <input type="checkbox"/> Clean toilets (Rotary only, seasonal)                        | <input type="checkbox"/> Clean bathroom mirror (Rotary only)         |
| <input type="checkbox"/> Clean all bathroom sinks (Rotary only)                       | <input type="checkbox"/> Sweep and mop bathroom floor (Rotary only)  |
| <input type="checkbox"/> Sweep floor  | <input type="checkbox"/> Sweep and mop training area                 |
| <input type="checkbox"/> Check for operational smoke detector/CO <sub>2</sub> monitor | <input type="checkbox"/> Take all garbage to dumpster, replace bags  |
| <input type="checkbox"/> Close all windows  | <input type="checkbox"/> Shake out floor mats, if weather allows     |
| <input type="checkbox"/> Turn off all lights  | <input type="checkbox"/> Lock up, as designated                      |

Items that need to be repaired/replaced:

Items missing or needed:

Signature of Troop/Group Leader Date \_\_\_\_\_

Failure to comply with this checklist could result in an additional fee being charged!

Thank you for using our facility and for helping us to keep it beautiful!