



CHECKLIST FOR CLEANUP OF BRIDLE BROOK CLUBHOUSE

PLEASE LEAVE THE CLUBHOUSE IN THE SAME CONDITION AS YOU FOUND IT. FAILURE TO COMPLY WITH THESE CONDITIONS WILL RESULT IN DEDUCTIONS IN YOUR DEPOSIT FOR THE COST OF CLEANING, REPAIR, REPLACEMENT, OR RESTORATION OF FURNITURE, FIXTURES OR EQUIPMENT. THE FOLLOWING ARE THE MINIMUM CLEANING REQUIREMENTS NEEDED FOR A COMPLETE REFUND OF YOUR DEPOSIT.

ALL CLEANING SUPPLIES ARE LOCATED UNDER THE KITCHEN SINK OR IN THE KITCHEN CLOSET.

- The homeowner will be notified of any charges to be deducted from the deposit. If damages/clean-up costs are in excess of the \$100.00 deposit, the homeowner is responsible for payment and will be contacted the BBFHOA regarding the amount due.

- _____ Place rinsed dishes in dishwasher and turn dishwasher on before leaving.
- _____ Use rechargeable sweeper/vacuum on all floor surfaces and upholstery.
- _____ Use a damp mop on hardwood floors, when necessary.
- _____ Wipe all tabletop surfaces with damp paper towel then with Pledge/Endust.
- _____ Wipe stovetop and kitchen counter tops with Lysol/Clorox wipes.
- _____ Wipe out oven (if used).
- _____ Wipe spills in microwave and/or refrigerator with Lysol/Clorox wipes.
- _____ Wipe bathroom counter tops and sink with Lysol/Clorox wipes.
- _____ Remove all items brought to the event and stored in refrigerator/freezer.
- _____ Empty kitchen and bathroom trash cans replacing both can liners.
Remove all trash from the premises when leaving.
- _____ Leave the thermostat set on **85** degrees.
- _____ Turn off all lights **EXCEPT** the ones marked stairwell.
- _____ Sign and date this checklist and **leave this on the dining table as you exit.**

Thank you for your cooperation!

We hope that your special occasion was enjoyable and that you will consider using the Bridle Brook Clubhouse and other facilities for your other special occasions!
BBFHOA and Property Managers

Homeowner's Signature

Date