

Cleaning List for Fall Clean Up before Chicken Supper

Area Description	Detail	✓ If done	Name
Narthex	Windows between narthex/sanctuary		
Narthex	Narrow Window	Inside _____ Outside _____	
Narthex	Two light fixtures		
Main Entrance	Doors	Inside _____ Outside _____	
Main Entrance	Windows	Inside _____ Outside _____	
Nave/Sanctuary	Pews wash or polish		
Nave/Sanctuary	Six windows	Inside _____ Outside _____	
Nave/Sanctuary	Six Light Fixtures, dust		
Chancel/Altar area	Altar, railings, organ, pulpit (dust or polish)		
Stairway to Lower Level	Window	Inside _____ Outside _____	
Library	One window Clean Light covers	Inside _____ Outside _____	
West Hallway	Water fountains		
West Hallway	Two windows	Inside _____ Outside _____	
West Hallway	Door & window Clean Light cover	Inside _____ Outside _____	
Elevator	Wipe walls replace signs if needed		
Office Entryway	Windows & door	Inside _____ Outside _____	
Small kitchen	Counter, sink, fridge		
Pastor's Study	Two windows Clean Light cover	Inside _____ Outside _____	
Main Office	Two windows Clean Light cover	Inside _____ Outside _____	
Women's Restroom	Clean Light cover		
Men's Restroom	Clean Light cover		
Rear Stairway	Dust area		

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Area Description	Detail	✓ If done	Name
LOWER LEVEL			
Fellowship Hall	Clean Tables and Chairs		
Fellowship Hall	Three windows	Inside _____ Outside _____	
Fellowship Hall	Clean Ceiling light covers		
Youth Room	One door and one window	Inside _____ Outside _____	
Sunday School Rm. 3,4,5 Grades	One window	Inside _____ Outside _____	
Sunday School Rm. NW corner	Two windows	Inside _____ Outside _____	
Sunday School Office	One window	Inside _____ Outside _____	
Women's Restroom	Clean Light covers		
Women/ Men's Restroom	Clean Light covers		
Lower level hallway leading to stairway	Clean Light covers		
Sunday School Rm. SE end	Two window	Inside _____ Outside _____	
Kitchen	5 light covers		
	Fan		
	Fridges 2		