

ST JOSEPH CATHOLIC CHURCH

PARISH HALL

Before leaving, check the following:

- ✓ **ALL** counters tops are cleaned, cleared, and put back in its original placing.
- ✓ **ALL** sinks are cleared and cleaned.
- ✓ Wipe off Stove, counters, and tables.
- ✓ The garbage emptied before leaving the building
- ✓ **ALL** unused food left in the refrigerators will be disposed of after (3) days
- ✓ All dishes, pans, silverware, etc. returned to the kitchen's common place.
- ✓ The janitor will do the final mopping of the floors.
- ✓ The hall is left back to its common place.
- ✓ **ALL** Lights off
- ✓ **ALL** Doors are locked
- ✓ AC Thermostats off

WALKER BUILDING

- ✓ **ALL** Doors locked.
- ✓ **ALL** Lights off
- ✓ AC Thermostats off

THANK YOU!