



BBC Cleaning Checklist: Cabin

Each item will be graded as **Done**, **Attempted**, or **Not Done**. Completing 90% of the items as done will return your cleaning deposit. Completing at least half of the cleaning will return half of your deposit (assessed on how long completing remaining cleaning takes). We want to help you get some of your money back and keep camp as nice as possible!

Cleaning supplies are found under the bathroom sinks. Black trash bags are found under the kitchen sink. White trash bags are under the bathroom sink. The vacuum hose is in the basement in the closet near the backdoor. Plug the vacuum hose into the different spots on the wall that connects to the house vacuum.

| <input type="checkbox"/> Cabin Kitchen(s) | Grade |
|---|-------|
| <input type="checkbox"/> Clean out all the food you brought. Leave nothing behind. | |
| <input type="checkbox"/> Wipe down the refrigerator inside if there were any spills or crumbs left behind. | |
| <input type="checkbox"/> Put all dishes, appliances, etc. back on their original side. Blue dishes and silver flatware on side 1. Brown and black side 2. | |
| <input type="checkbox"/> Using the cleaning spray and rags to wipe down counters and stove in the kitchen. | |
| <input type="checkbox"/> Use wood cleaner for tables and any relevant surfaces. (under kitchen sink) | |
| <input type="checkbox"/> Sweep all parts of the floor with the vacuum cleaner. | |
| <input type="checkbox"/> Put all trash into the trash cans. | |
| <input type="checkbox"/> Put all recycling into the recycling bins. Glass, tin, aluminum, #1 & 2 plastics, paper and cardboard be mixed. | |
| <input type="checkbox"/> Cabin Bathroom(s) | |
| <input type="checkbox"/> Wipe down sink and shower using rags and all purpose cleaner. | |
| <input type="checkbox"/> Wipe down the exterior of the toilet with disposable rags and all purpose cleaner. | |
| <input type="checkbox"/> Put toilet bowl cleaner on the inside walls of toilet and let set for a few minutes then scrub with toilet brush. | |
| <input type="checkbox"/> Spray the mirror with Windex and wipe with a towel. | |
| <input type="checkbox"/> Empty trash cans and replace with new white trash bags. | |
| <input type="checkbox"/> Restock paper towels and toilet paper. | |
| <input type="checkbox"/> Loft(s) | |
| <input type="checkbox"/> Put all beds back in their original positions. | |
| <input type="checkbox"/> Return any mattresses that were removed to underneath the beds. | |
| <input type="checkbox"/> Sweep floor and stairs with the vacuum. | |
| <input type="checkbox"/> Basement (of side 1) | |
| <input type="checkbox"/> Put all the furniture back in its original positions. | |

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|---|--|
| <input type="checkbox"/> Sweep floor and stairs with the vacuum. | |
| <input type="checkbox"/> Throw away trash and put recycling in bin. | |
| <input type="checkbox"/> Finally | |
| <input type="checkbox"/> Strip used pillowcases from pillows and throw in the basket next to the washing machine. | |
| <input type="checkbox"/> Used rags and towels can also go by the washing machine in the basement. | |
| <input type="checkbox"/> Refold blankets and set at the end of each bed with a pillow on top. | |
| <input type="checkbox"/> Mop the main floor, the bathroom floors, and the basement floor. | |
| <input type="checkbox"/> Sweep the porches with a broom. | |
| <input type="checkbox"/> Take all trash to the trash dumpster by the pavilion kitchen | |
| <input type="checkbox"/> Put new black trash bags in trash cans. | |
| <input type="checkbox"/> Take all recyclable items to the recycling dumpster. | |

If this list seems overwhelming it is fine to let us keep the deposit and do the cleaning. We offer this as an option to save you money. If you choose not to clean here are a couple details

- Please pick up after yourself
- Do your dishes
- Take out the trash

- ☐ **General Grounds Cleanup** (please do this whether you do the cleaning or not) – pick up all trash and leave things generally as you found them – especially putting equipment back in its home.

General Notes: