

# Christian Life Center Guidelines

1. First and foremost, the CLC must be left clean. If it is not, any monetary deposits could be forfeited if additional cleaning is required.
2. Insure that all trash is collected and bags placed in outside containers located at the rear of the CLC. Place fresh clean bags in all trash cans. Bags are located in pantry area next to kitchen.
3. Any cookware and/or utensils used must be washed, dried and put away properly. Do not leave them to dry on the tables.
4. Kitchen floor should be swept and mopped after use. All mopping equipment should be cleaned thoroughly and left to dry properly in the corner of the pantry.
5. Assembly area floor should be swept using wide dust mops found in the table storage area. If food has been consumed in the area, area should be “mopped” using “wet Swiffers” found in pantry area.
6. Church members should take all dish cloths, drying towels, and table linens with them to be cleaned and returned. Non-Church members should make arrangements to furnish their own.
7. **Do not leave any opened containers of foodstuffs, pastries, drinks, etc. anywhere in the CLC. Take them with you as you leave!!**
8. Any additional table and chairs used must be put back up and stored properly.
9. Insure that building is secure to include that all doors are locked, lights turned off, and thermostats set on posted settings.

**I have read, understand, and agree to abide by the guidelines listed above.**

---

Signature

---

Date