

St. Anthony Parish Hall

General Cleaning Guidelines

We request that when you have finished hosting your event at St. Anthony Parish Hall, that you will return the facility back to the condition in which you accepted it. To assist you in returning the hall in an acceptable condition, please use the following guidelines when cleaning up after your event.

Bathrooms:

- All trash picked up and thrown away.
- Wastebaskets emptied and new liners installed.
- Counters and mirrors wiped down.
- Toilets flushed.
- Floors swept, and if excessively dirty, wet mopped.

Kitchen:

- All trash picked up and thrown away. Replace wastebasket liners.
- All equipment cleaned and returned to original condition.
- Floors swept and wet mopped.
- Walls cleaned from any spatters and spills.
- No food is to be left out on counters, tables or cooking equipment.
- Sinks must have all food residue removed.

Main Hall/Gym:

- All chairs and tables must be returned to their storage areas.
- Wipe off any spills on chairs or tables.
- Vacuum rugs.
- Dry mop floor.
- Wet mop floor.
- All trash picked up and thrown away. Replace wastebasket liners.

Parking Lot:

- All trash picked up and thrown away. Replace wastebasket liners.
- All trash must be placed inside the trash dumpster. Do not place outside the bin.

Please feel free to go above and beyond the guidelines listed above.

This is our parish family's hall. Please treat it as kindly so that we may continue to make it available to all groups.