



MGCC

CLUBROOMS GENERAL MEETING TIDY UP

The clubrooms are cleaned professionally every two weeks with a clean scheduled on the Saturday following every general meeting thus following a general meeting it is only necessary to complete a tidy of the clubrooms. It is expected the tidy will consist of the following.

- Clean all the dishes and return them to the correct locations.
- Wipe down kitchen benches.
- Wipe down oven, pie warmed urn etc.
- Clean up tea and coffee area.
- Pack up tables used for supper.
- Sweep or Vacuum the tiled floors if excessive mess has occurred.
- Only mop tiled floors where a spill has occurred.
- Empty rubbish bins and replace bin liners.
- Vacuum the carpeted areas if it is necessary (check for crumbs and dirt)
- Clean any spills on the carpeted areas.

If anything gets damaged or carpets get marked please notify the clubrooms director so we can organise a replacement and or professional spot cleaning.