

# Alstead

## Clubhouse Reservations Cleaning Checklist

All reservations are subject to an inspection prior to receiving your returned deposit. Please complete checklist, sign/date, and return to [DebbieMoss@FieldstoneRP.com](mailto:DebbieMoss@FieldstoneRP.com) within 24 hours following your reservation for an expedited return of your deposit.

- ☐ Remove all food and beverages from premise.
- ☐ Wipe down/clean tables and chairs.
- ☐ Wipe down/clean bathroom countertops.
- ☐ Sweep floors.
- ☐ Take out all trash, including bathrooms.
- ☐ *Mop if necessary. (Mop not provided by HOA. If mopping is required, you must provide your own).*
- ☐ All furniture pavilion and pool furniture and décor returned to original location.
- ☐ Close and secure all gates making sure they lock behind you.
- ☐ Turn off all lights/fans.

*Please document clean clubhouse with pictures and attach with checklist.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_