Clubhouse cleaning: what we clean

List each building on the walkthrough and mark the rooms and surfaces to include.

Club _____ **Address** _____

Walked by _____ **Date** _____

Lounges and dining areas

- ☐ Lounge and dining floors vacuumed or mopped
- ☐ Shared seating dusted
- ☐ Lounge tables
- ☐ Bins inside and at the entrance emptied

Pro shop

- ☐ Counters
- ☐ Display surfaces
- ☐ Sales floor

Locker rooms and showers

- ☐ Benches
- ☐ Locker-room floors
- ☐ Restroom fixtures and floors
- ☐ Showers cleaned with methods suited to tile, stone or other finishes
- ☐ Shower surface types: _____

Community and HOA clubhouse

- ☐ Event kitchen counters and sink
- ☐ Fitness room
- ☐ Board or meeting room
- ☐ Schedule set from the booking calendar

Cart barns and support buildings

- ☐ Cart-storage floors swept
- ☐ Loose soil and debris removed from support buildings
- ☐ Each building listed with its own rotation: _____

Events and floors

- ☐ Banquet room and restrooms readied before an event
- ☐ Porter touch-ups for restrooms and the entry during events
- ☐ Post-event reset for the next day's members
- ☐ Upcoming tournament or event dates: _____
- ☐ Periodic floor care for clubhouse floors
- ☐ Visits set outside member hours

Notes