

FACILITY CHECKLIST FIREMAN'S KITCHEN

Rules

- Do not enter the facility until the start time of your rental.
- Everything must be cleaned and removed from the facility before the ending time of your rental.
- Do not attach or hang anything from the ceiling.
- Do not tack, nail or in any way affix anything to the walls or soundboards.
- No glass containers.
- No smoking or use of tobacco is allowed in the facility.
- Report any damages immediately upon arrival at the facility.

Checklist

- Put up tables & chairs.
- Make sure counter tops and sinks are clean.
- Empty and clean the refrigerator.
- Make sure floors are swept and cleaned.
- TAKE ALL TRASH TO THE DUMPSTER.** (Do not leave any trash in the facility.)
- Turn off lights.**
- Turn off fans.**
- TURN OFF AC/HEAT.**
- Close and lock all windows.
- Close and lock all doors.
- Report any damages.
- Return the key.

INFORMATION:

CHECK FOR ANY
DAMAGES WHEN YOU
ARRIVE.

IF THERE ANY ISSUES DURING
YOUR RENTAL CALL

979-277-7373

(NON-EMERGENCY DISPATCH)
AND ASK FOR THE PARKS
PERSON ON CALL.

EXTRA TRASH CAN BAGS
ARE IN THE CAN UNDER
THE CURRENT BAG.

FOR ANY OTHER
QUESTIONS CALL THE
PARK CENTRAL AT
979-337-7250.

**NOT FOLLOWING THE RULES
OR THE CHECKLIST WILL
RESULT IN LOSS OF ALL OR A
PORTION OF YOUR DEPOSIT.**