

KAYANEH'S SUNSET RANCH
CLEANING Instructions Checklist

Please complete ALL of the following steps to avoid being charged the cleaning fee of \$200.

1. Turn the heat or air conditioner system OFF.
2. Remove all of your decorations, food, and trash and place it in the dumpster on the SIDE of the building at the end of your event.
3. Clean microwave and fridge if they are used.
4. Take linens OFF table and chairs and place linens in bags provided (under the bathroom sink).
5. Wipe tables with disinfectant (under the bathroom sink).
6. Sweep the floor.
7. Mop any wet or sticky substances from the floor. DO NOT ALLOW wet stains to remain on the wood; it can damage it.
8. Turn off the fans AND the lights.
9. Lock the door by using key in the lock box. The code will be provided.

Call Cheyenne at 770-325-5284 with any questions during your event.