

General cleaning checklist – Spruce Lodge
(For camp closing, camp opening and as needed)
Bedrooms, living room, halls, stairs and closets
<input type="checkbox"/> Dust all furniture, appliances <input type="checkbox"/> Dust or vacuum around wall lamps and receptacles <input type="checkbox"/> Vacuum walls behind dressers, beds, etc <input type="checkbox"/> Search and destroy cobwebs <ul style="list-style-type: none"> ○ Vacuum window & door sills and casings ○ Vacuum corners at walls and ceilings ○ Vacuum stairs and balustrades <input type="checkbox"/> Vacuum all floors & rugs <input type="checkbox"/> Spot clean floors with damp mop or cloth where needed <input type="checkbox"/> Lay out old carpet in hall when closing camp (reverse for opening) <ul style="list-style-type: none"> ○ Vacuum both sides of new hall carpet and pad and roll up separately ○ Store in northwest bedroom closet ○ Vacuum floor before rolling out old carpet
Bathrooms
<input type="checkbox"/> Vacuum floors, corners at walls and ceilings, window & door casings <input type="checkbox"/> Clean mirrors, sinks, tubs, and toilets <input type="checkbox"/> Damp mop floors <input type="checkbox"/> Clean shower in northwest bedroom & wash shower curtain
Kitchen
<input type="checkbox"/> Clean ceiling fan body and blades <input type="checkbox"/> Vacuum window seat, windows and casings <input type="checkbox"/> Wipe mantle and occupants <input type="checkbox"/> Vacuum fireplace, hearth around wood stove <input type="checkbox"/> Clean mirror <input type="checkbox"/> Wash with anti-bacterial cleaner, inside and outside: <ul style="list-style-type: none"> ○ Stove including back panel, counter space behind, burner pans, oven door and bottom drawer, inside and outside ○ Microwave, toaster and top of dish cart ○ Kitchen table and countertops <input type="checkbox"/> Clean all parts of coffee maker <input type="checkbox"/> Wash dishes and put away

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| <ul style="list-style-type: none"><input type="checkbox"/> Sort countertop utensil holders in two crocks<ul style="list-style-type: none"><input type="checkbox"/> Metal implements for use with steel & cast iron pans<input type="checkbox"/> Plastic and wood utensils for use with non-stick pans |
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During camp closing: winterize wood stove, refrigerator & freezer at this point if not already done

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| <ul style="list-style-type: none"><input type="checkbox"/> Clean dish drainer & sink<input type="checkbox"/> Sweep, vacuum and mop floor |
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Exterior

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| <ul style="list-style-type: none"><input type="checkbox"/> Restack shingles, kindling & woodpile as needed<input type="checkbox"/> Sweep porch floor and railings, search & destroy cobwebs<input type="checkbox"/> Sweep exterior of all 1st floor windows, doors & casings<input type="checkbox"/> Pick up branches on lawn<input type="checkbox"/> Rake pine cones/pine needles<input type="checkbox"/> Mow lawn |
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