Camp Wegesegum Rental Agreement 2019

**General Cleaning Instructions**

Group Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rental Camp Director\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated Number of Attendees \_\_\_\_\_\_\_\_\_\_\_ Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental Dates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As part of our commitment to provide pleasant facilities at reasonable rates, all rental groups are asked to clean up after themselves so following groups will enjoy clean camp facilities. Rental groups that fail to clean up adequately or have damaged camp facilities will forfeit some or all their damage deposit.

Rental groups must inform Rentals person if garbage bin gets full during their stay, failure to do so may result in forfeit of some or all of their damage deposit.

**Check-in/Check-out Inspection List**

**Cabins Kitchen**

In Out In Out

\_\_ Floors swept \_\_ \_\_ All preparation surfaces sanitized \_\_

\_\_ Trash emptied \_\_ \_\_ Cleaning rags discarded \_\_

\_\_ Windows closed/Screens in place \_\_ \_\_ Refrigerators/freezers cleaned \_\_

\_\_ Brooms/dust pans hung up \_\_ \_\_ Grill & grease trap cleaned \_\_

\_\_ Doors closed \_\_ \_\_ Stoves/ovens cleaned \_\_

\_\_ Mattresses in place \_\_ \_\_ Cooking utensils cleaned & stored \_\_

\_\_ Lights turned off \_\_ \_\_ All dishes put away \_\_

\_\_ Sinks cleaned \_\_

**Bathrooms** (Housing units & Wash-house) \_\_ Walk-in cooler cleaned & sanitized \_\_

In Out \_\_ Dehumidifier water emptied \_\_

\_\_ Sinks cleaned \_\_ \_\_ Floor swept/mopped \_\_

\_\_ Toilets cleaned \_\_ \_\_ Mops rinsed out \_\_

\_\_ Showers cleaned \_\_ \_\_ All keys returned to key cabinet \_\_

\_\_ Floors swept/scrubbed \_\_ \_\_ Lights turned off \_\_

\_\_ Trash cans emptied \_\_ \_\_ Perishable/open foods removed \_\_

\_\_ Mirrors cleaned \_\_

\_\_ Lights turned off \_\_ **General**

In Out

**Lodge** \_\_ All trash put into dumpster\_\_

In Out \_\_ Litter picked up in all camp areas \_\_

\_\_ Floors swept & mopped \_\_ \_\_ Campfire area cleaned up \_\_

\_\_ Trash cans emptied \_\_ \_\_ Waterfront area cleaned up \_\_

\_\_ Furniture returned to proper place \_\_ \_\_ Canoes, paddles, life-jackets in canoe barn \_\_

\_\_ Windows closed & locked \_\_

\_\_ Woodstove cleaned out/flue closed \_\_

\_\_ Doors closed \_\_

\_\_ Sports equipment put in storage bin \_\_

\_\_ Brooms/dust pans put in back entry \_\_

\_\_ Lights turned off \_\_

Cleaning supplies are located in each housing unit and in the utility room between the Boys and Girls Washrooms. Cleaning supplies are also in the laundry area of the Main Lodge. Paper towels, hand soap and toilet paper are stored in the laundry area and the utility room. Keys for the washrooms and utility room are located in the key cabinet in the kitchen.

The camp kitchen contains the following equipment for your use while at the camp: a 48” grill, 2 electric stoves with ovens, a commercial toaster, large & small coffee percolators, serving dishes, pots, pans, knives, oven mitts, cutting boards, walk-in cooler, dining area refrigerator and two freezers.

To assist you in planning, listed below are the supplies that Camp Wegesegum provides and the supplies that a rental group will need to bring:

**Supplies Provided by Camp Wegesegum** **Supplies Rental Group Needs to Bring**

\_\_ All purpose spray cleaner \_\_ Aluminum foil

\_\_ Plastic wrap

\_\_ Spices

\_\_ Hand soap \_\_ Cooking oil

\_\_ Dish soap \_\_ Food/Juices/Beverages

\_\_ Surface/dish sanitizer \_\_ Additional sports equipment

\_\_ Cleaning rags \_\_ Napkins

\_\_ Dish towels \_\_ Rubber gloves

\_\_ Scouring powder Toilet Paper

\_\_ Mops

\_\_ Toilet brushes Paper towel

\_\_ Dishwasher soap/sanitizer

\_\_ Laundry soap (for kitchen)

\_\_ Cookware

\_\_ Dishes, cups, cutlery

\_\_ Trash bags

\_\_ Life guarding equipment

\_\_ Pool supplies

Rental Application Signed by:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Rental Camp Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Camp Wegesegum Rentals Person