

Cleaning Instructions

For the purpose of cleaning, the building is divided into four areas. (see map in utility room) Areas extend from the East wall to the West wall (not just the training rings). Members may choose to address any building area not yet cleaned on a first to arrive, first to clean basis. Please initial, date and note your time on the cleaning roster posted in the utility room when finished. If cleaning for another Member, please note their name as well.

See the Members section of the website for the link to the Online Cleaning Sign-Up Schedule and list of people available to clean in your place for a fee.

Cleaning tips:

Two gallons of cleaning solution (2 ounces Consume Eco-lyser i.e. 2 full squirts per gallon of water) is sufficient for cleaning one building area unless very dirty. Dispose of leftover cleaning solution in the floor sink of the utility room. Please rinse the bucket, mop and utility sink when finished. Please dispose of all trash in the dumpster outside. Sweeping may be accomplished by push broom or vacuum.

Please contact the cleaning chairperson if cleaning supplies appear low or if you have other questions concerning the cleaning of the building.

DTCCU is a source of pride for all members.

Please contribute your efforts to the maintenance of this beautiful facility.

Area 1-ROOMS AND WALKWAY (blue section on map)

Restrooms:

- Clean sinks, counter, toilets and mirrors
- Top up stock of toilet paper and paper towels in each
- Empty all trash receptacles and reline with fresh bags
- Fill hand soap dispensers
- Sweep and mop floors

Hospitality Room:

- Clean sinks, counters, and conference table
- Fill hand soap dispenser
- Wipe down refrigerator
- Empty trash receptacle and reline with fresh bag
- Wipe down cabinetry
- Clean pass-through window and sill
- Sweep and mop floors

Supply Room:

- Empty trash receptacle and reline with fresh bag

Walkway area:

- Sweep and mop area between aforementioned rooms
- Please move crates away from the wall when cleaning.
- Vacuum rugs
- Empty trash can and reline with fresh bag. Do NOT empty recycling cans.

Area 2-TRAINING RING 1 (north ring/yellow section on map)

- Dust the window sills-there are two of them
- Wipe down the top and bottom rails of all ring gates
- Sweep and mop entire area from East to West wall, move equipment and tables away from the wall to facilitate thorough cleaning
- Empty all three ring trash cans and reline with fresh bags
- Empty outside poop buckets (3) and reline with fresh bags
- Check supply of available poop scoop bags/refill if needed
- Straighten chairs around the ring

Area 3-TRAINING RING 2 (center ring/pink section on map)

- Dust the window sills-there are two of them
- Wipe down the top and bottom rails of all ring gates
- Sweep and mop entire area from East to West wall, move equipment and tables away from the wall to facilitate thorough cleaning
- Straighten chairs and equipment outside the ring
- Refill ring carts – top up spray bottle solution for ring cleanup, replenish paper towels and poop bags

Area 4-TRAINING RING 3 (south ring/green section on map)

- Dust the window sills-there are four of them
- Wipe down the top and bottom rails of all ring gates
- Sweep and mop entire area from East to West wall, move equipment and tables away from the wall to facilitate thorough cleaning
- Clean door glass on exterior doors –there are four of them
- Wipe down all tables next to the training rings, along the west wall and just outside the hospitality room
- Straighten chairs and equipment outside the ring
- Check information/premium list rack and remove outdated material

Thank you in advance for a job well done!