

# WELCOME!

To ensure your continued use of this space we need your cooperation. Please follow these

## Rules of the House

### Preserve Our Environment

- protect counter tops from hot containers
- no tape or tacks on walls or woodwork
- don't prop chairs or tables against walls

### Cook- and Tableware

- wash and store all pots, pans and tableware
  - detergents are under the sink in the dish room
  - towels are above the dish room north sink
- hang soiled towels over dish racks
- unload dishwasher (if you use it)  
—or return within twelve hours to do so

### Garbage In, Garbage Out

- remove all food and condiments you brought
- place all garbage in *lined* garbage cans and tie bags shut
  - don't deposit garbage on top of closed bags
  - don't deposit trash in unlined garbage cans
  - extra garbage bags are located under the sink
- remove full garbage bags to containers outside the house at the driveway
- separate and rinse recyclables and place them in bins under the kitchen counters
  - cans in white bins
  - glass and plastic in blue bin
  - cardboard in blue bin under island

### Clean Up Your Acts

- clean counter surfaces, stove top and tables
- sweep and wash all exposed floors in rooms used
  - brooms, mops and buckets are hung in the storage room behind the kitchen
  - use vinegar and water solution (one cup vinegar per gallon of warm water)
  - vinegar is with the mop in the storage room
- vacuum all rugs
  - sweeper is in the storage room behind the kitchen

### A Place for Everything . . .

- return all furniture and equipment to its original place
  - extra and unused chairs should be folded and stored in the closet of the Yellow Room
  - extra and unused tables should be folded and stored in the storage room

### Last Ones Out

- close all windows
- turn out all lights
- shut all exterior doors

# THANK YOU!