



PORT OF BELLINGHAM *Washington State*

Squalicum Boathouse

Renter's Cleaning Checklist

Set up, tear down and cleaning is renter's responsibility

In order to receive a full refund the facility must be returned to its original condition. Thank you for your cooperation.

- _____ Clean all table surfaces. Put tables (6 rounds per rack) and chairs (no more than 22 per rack) on proper racks in storage room.
- _____ Sweep all floor surfaces. Use paper towels to clean liquid spills.
- _____ Remove all decorations, lights and tape.
- _____ Remove all trash from garbage cans and haul trash to dumpster. Please do not drag trash bags to dumpster leaving a trail of residue. Replace trash liner in garbage can.
- _____ Remove coffee grounds from coffee machine, and clean coffee pots.
- _____ **Notify staff of any damage prior to your departure.**

Kitchen

- _____ Clean all appliances, counter tops and sinks.

**The Port DOES NOT allow:
confetti, rice, birdseed, glitter, real flower petals, duct tape or helium balloons.**