



## REMINDERS

There are two 39 gallon trash cans and trash bags available. You are responsible for removing all your trash and recycle and replacing the bags.

**There is no smoking, open flames, fires, fire pits, or grilling allowed anywhere on the property, inside or outside. (We are in an extreme fire hazard area!)**

If (during watering season) the well handle (red) on the west side of the building is up, put it down for your event to shut of the irrigation and the sprinkler in front.

Please do not mount decorations/exhibits with nails, tacks, push pins, staples, or any other fasteners that leave a hole or mark or will peel the paint when removed. Command Hooks and painter's tape are good options. Attach nothing to the chalkboard.

On-site gravel parking lot is available for approximately 15-20 cars tightly parked. No parking anywhere else on the property. Additional parking is on the county road only. Absolutely no parking on the private driveway east of the schoolhouse. Park only on one side of the county road, on the south (schoolhouse) side, off the road as much as possible, and to the west (downhill) of the driveway. This is for the safety of all (including your vehicle).

Please leave all hanging historic photos and artifacts in place.

Please watch your children at all times for their safety and your peace of mind.

Please make sure ALL noise (amplified, or not) is stopped or taken inside the schoolhouse by dusk year round. This is a residential neighborhood where sound travels and amplifies. Many residents have children who go to bed early and also want to enjoy their own time outdoors.

*Thank you for supporting our Schoolhouse Policies,  
being safe,  
and keeping our neighbors happy.*



# CLEANING CHECKLIST

Thoroughly clean the tables and chairs of any spills and/or dirt (including the legs and undersides), remove any tape, and fold them back up. Please stack them back up where they were when you arrived.

Sweep the floor, and if there are spills or dirt tracked in, wet mop the floor. Remember, this also needs to be done under where you stack the tables and chairs, so clean there before you stack the tables and chairs.

Wash the chalk board and chalk/eraser ledge and beat the erasers outside.

Clean up the kitchen, including removing all leftovers and cleaning the fridge, cleaning out the sink and any of our dishes you use, and sweeping/mopping the kitchen floor.

Clean the grounds of all trash, both big and small pieces, (there may also be trash left by your concessioners you need to get) and check the potty for trash.

Don't forget, if you use the teacherage, it needs to be completely cleaned, too.



## MAKE SURE THAT:

The kitchen faucet is turned completely off,  
The thermostat is left ON and the heat is set back to 50 if it was turned up,  
The lights are all turned off,  
The doors are all latched and locked when you leave,  
You raise up the handle on the well to turn the irrigation back on if it was up, and  
You take all your trash and recycle with you.

Please leave the keys where you found them.

**If the schoolhouse is left as you found it, ready for the next event, there is no damage, and you've abided by all our policies, your cleaning/damage/policy deposit will be completely refunded.**

Thank you for taking care of our Schoolhouse!

