

DAY-USE LODGE CLEANING RULES



This document contains the cleaning rules which apply to all park lodges and those rules which are specific to individual parks.

Cleaning Rules for All Day-use Lodges:

1. Please leave the lodge in good condition when checking out.
2. Wipe off spills/food particles from tables and chairs/benches.
3. Wipe down all counters, kitchen and restroom sinks, refrigerators, stoves and microwaves.
4. Sweep all floors and mop up spills (lodge, kitchen, restrooms).
5. Place furniture in its original location if moved.
6. Remove all decorations and other personal items which were used.
7. Pick up any litter outside.
8. Do a final check for personal items.
9. Close and lock windows.
10. Place all refuse in dumpsters, if provided.
11. Turn off lights, ceiling fans, and air conditioners.
12. Lock lodge doors when vacating the facility.

Park-Specific Rules

AA Call

- Leave keys where instructed.

Backbone Auditorium

- There is no dumpster available at the auditorium. Take refuse with you when you leave.

Backbone Beach Lodge

- There are brooms and dust mops in the closet you may use for your clean up.
- The Lodge door is equipped with a key pad on the door handle which opens the locked door.

Beed's Lake

- Brooms and mops are located in the lodge for cleanup.
- Dumpster is located in front of the lodge.
- Keys may be left in the drop box at the park concession building.

Bellevue

- Cleaning supplies are located in the kitchen cabinets/closet.
- Keys may be left in the lockbox at the lodge.

Clear Lake

- Brooms and mops are located in the storage area.
- Keys must be returned to park staff upon check out unless other arrangements have been made.

Dolliver

- Please take trash from cans and place it in the dumpsters by parking area.
- There are cleaning supplies in the lodge

Fort Defiance

- Keys may be left in the lockbox at the lodge.
- Cleaning supplies are located in the kitchen utility room.

George Wyth

- Collapse and return all tables to their original location.
- Stack all chairs (six high) and return to the original location.
- Replace liners in garbage cabins.
- Brooms and mops are located in the alley-way of the lodge.
- Return keys to the park office.

Gull Point

- Cleaning supplies are located in the kitchen closet.
- Keys may be left in a lockbox located by the door to the lodge. Contact the park office for the access code.

Lacey-Keosauqua

- If the furnace is used, turn the thermostat to 50 degrees when leaving. If the air conditioning is used, shut off prior to leaving.
- Cleaning supplies are located in the supply closet by the restroom.

Lake Ahquabi

- Keys may be returned to the park office.
- Cleaning supplies are located in the storage room.

Lake Darling

- Renters must return all tables and chairs to the storage room after each use.
- A cleaning checklist is provided for renters to follow.

Lake Keomah

- Cleaning supplies are located in the kitchen closet.
- Keys should be returned to the park office.

Lake Macbride

- Cleaning supplies are located behind the walk-in door, and in cabinets below the countertop.
- Keys should be returned to the park office.

Lake of Three Fires

- Cleaning supplies are located in the kitchen closet.
- Keys should be returned to the park office.

Lewis & Clark

- Cleaning supplies are located in the utility closet.
- Return keys to the lock box.

Mini Wakan

- Cleaning supplies are located in the lodge kitchen area, as well as the chase way of the restrooms.
- Keys need to be returned to the lock box(s) located on the northside of the lodge.

Palisades-Kepler

- Cleaning supplies are located in the kitchen closet.
- Return keys to the park office/brochure box.

Pine Lake

- Cleaning supplies are located under the counter.
- Leave keys on the counter upon departure.

Stone

- Do not stack the oak tables or chairs.
- Cleaning supplies and garbage bags are located in the supply closet and under the sink.
- Park staff will check out renters upon departure and reset the alarm.

Viking

- Cleaning supplies and garbage bags are provided in the utility room located in the kitchen counter.
- If you moved furniture, please return it to its original location.

Walnut Woods

- If tables are moved, return the tables to their original arrangement.
- Place protective pads and chairs (upside down) on top of tables.
- Cleaning supplies and garbage bags are provided in the utility room near the kitchen counter.

Wapsipinicon Rotary Lodge

- If the furnace is used, turn the thermostat to 60 degrees when you leave.
- Cleaning supplies are located in the closet located in the restrooms.
- Key will be in a lock box at the lodge with an access code. The access code will be the last 4 digits of the reserve's primary phone number on the reservation account.
- Dumpsters are located in the campground or near the park office.