

CLOCK TOWER CLEANING OPTIONS FOR RENTALS

IF YOU CHOOSE TO CLEAN:

Event must end 1.5-2 hours prior to end of rental time to allow for cleaning

In addition to the removal of all decorations, you are responsible for the following:

- Clean and put tables and chairs away in storage
- Clean kitchen of all food debris; clean sinks, drains, stove, ovens, ice machine, and counters; sweep and mop floor
- Clean bar area including sinks, counters, and mop floor
- Sweep and mop entire hardwood floor surface
- Clean bathroom sinks, toilets and mirrors; sweep and mop floor.
- Bag all garbage and take to dumpster on site; replace all garbage liners
- Clean all doors, windows, stage, entrance stairs, and parking lot.
- Walk through facility to check for damage.

You must be present and pay for rental time while the cleaning is taking place, even if you bring in a non-profit to assist with cleaning as part of a fundraiser.



IF YOU LEAVE THE CLEANING TO US:

Event must end 1-1.5 hour prior to end of rental time to allow for event breakdown

Your basic responsibilities are:

- Clear kitchen of all event supplies and food, including fridge and sinks.
- Clear bar area of all event supplies and garbage.
- Ensure that all debris in bathroom is placed in garbage receptacle or bagged.
- Ensure that all decorations are taken down and all garbage is in a receptacle or bagged.
- Remove all rented equipment from facility, including additional rental tables and chairs.
- Clear parking lot of garbage.
- Walk through facility to check for damage.

You do not need to be present during the time that the cleaning company is there, so you have more time for your event during your rental.

What we do:

- Clean and put our tables and chairs into storage
- Clean sinks, drains, stove, ovens, ice machine, and counters; sweep and mop floor
- Clean bar area including sinks, counters and mop floor
- Sweep and mop hardwood floor surface
- Clean bathrooms, toilets, and mirror; sweep and mop floors
- Take garbage down to dumpster and replace liners
- Clean all doors, windows, stage, entrance stairs, and elevator

You do not pay for the rental time for us to clean the facility. Reservation of our cleaning service must be done no less than 30 days in advance.

FEE FOR OUR CLEANING: \$441.00

FOR EVENTS OVER 400 PEOPLE: \$787.00