

## **CLEANING SERVICES – Church/Parish House/Halls**

### Parish Office 1x/week:

- Trash Removal
- Disinfect Bathrooms (4) + Powder Room in Garage
- Clean/Disinfect Kitchen and all related surfaces
- Sweep and Clean Offices on both floors/Lower Level Bedroom/Common

### Areas/Halls/Stair Wells

- Clean Front Glass
- Monthly top dust surfaces
- Clean windows/screens in warmer months

### Preschool 3 x/week:

- Remove Trash
- Disinfect Bathrooms (2)
- Stock Supplies

### St. Joseph Hall & Bauer Hall 1x/week:

- Remove Trash
- Mop/Sweep Floors
- Clean Kitchen Surfaces
- Sweep Outside Carpet
- Disinfect Bathrooms: 2-St. Joseph Hall; 2 Bauer Hall (Preschool); 1 in Kitchen
- Clean Stairs and Stair Wells
- Stock Supplies
- Clean all Offices and Classrooms (including tops of desks)
- Clean Preschool: chalk board and loft area
- Clean Youth Room
- Clean Front Glass

### Church 1x/week:

- Remove Trash
- Disinfect Bathrooms (2)
- Clean/Vacuum all floor areas
- Sweep Outside Carpet
- Clean Marble Floor
- Clean Confessionals (2)
- Clean Choir Area
- Clean Sacristies (3) + Cry Room
- Clean Church Proper/vacuum/dust/corners/windowsills/tabernacle/chairs/font/etc.
- Clean Front Glass

