

**FOOD and ALCOHOL SERVICE CLEANUP CHECKLIST
FAYETTEVILLE TOWN CENTER**

Client's Name: _____

Date: _____

Food Service Provider: _____

With respect to use of the Town Center catering kitchen and equipment, I understand that I am responsible for the proper care of any equipment I use and for cleaning as indicated by the following checklist.

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Food and Alcohol removed from building. |
| <input type="checkbox"/> | All plates, service ware, linens and paper products removed from building. |
| <input type="checkbox"/> | Food and alcohol and service related trash disposed in proper outside dumpster. |
| <input type="checkbox"/> | All <u>kitchen/service areas</u> cleaned (including tables and floors in event rooms). |
| <input type="checkbox"/> | Kitchen floor swept and mopped, if applicable. |
| <input type="checkbox"/> | Food removed from kitchen, if applicable. |
| <input type="checkbox"/> | Cardboard boxes flattened and disposed in proper outside dumpster. |
| <input type="checkbox"/> | Any spills cleaned. |
| <input type="checkbox"/> | Town Center equipment/property cleaned and returned to proper storage area. |
| <input type="checkbox"/> | Personal property removed. |

I understand that any property left by me or my staff after the kitchen is vacated will become the property of the Fayetteville Town Center unless advanced arrangements have been made with the Fayetteville Town Center.

I understand that the Fayetteville Town Center will assess an excessive cleanup charge, amount to be determined after inspection, if any of the above items are not completed and/or if I damage any Fayetteville Town Center equipment. I understand that the Fayetteville Town Center may prevent my future use of the facility if the assessed charge is not paid in a timely manner.

X _____