

Cleaning Volunteers,

Thank you for your willingness to help clean the new facilities. The response has been fantastic, and I know we are all very excited. This document details the plan for our cleaning efforts. Please review in preparation for your time.

Supplies to Bring:

The church does not have the necessary supplies/equipment to keep everyone busy cleaning, so if you are able, please plan to bring some of the following.

- Vacuums - There is a ton of carpet and it is all very filthy.
- Buckets and sponges - There is mud splatter on the bottom portion of some of the painted walls; we will need to wet-clean those areas.
- Windex - There are many windows and they are all quite dirty.
- Step ladder - The windows are quite high and to clean them well
- Dust rags - Dust is everywhere and we will need to dust pretty much everything. We will be dry dusting most things.
- Mops - All the bathrooms and kitchen will need to be wet mopped.
- Paper towels & trash bags - We have purchased some paper towels, but it will be nice to have more.
- All-purpose cleaner - For bathroom porcelain and fixtures
- Special considerations - For example, there are a few areas on the carpet that probably need to be wet vac'd because of smudges and muddy footprints. Also, stickers will need to be removed from the windows.

The Plan:

The focus on Thursday will be the following:

- The office area
- The nurseries
- The sanctuary (If we are able to get the vacuuming done quickly enough on Thursday, we will attempt to put the chairs in place)
- bathrooms

After these four priority areas are tended to, we will move on to the following areas:

- kitchen
- children's ministry areas & classrooms
- adult classrooms
- gym
- closets

Outside every room will be a **checklist**. When you come to a room, please consult the checklist to see what has been done. When you complete a task, please indicate so on the checklist. **Leave checklists in place even when an entire room is complete so future teams know what's been accomplished in each room.** We will try and huddle up at the start of each cleaning day to make sure we all have the necessary instructions.

Saturday, March 10 workers: It is possible that the cleaning will be complete Friday. If the work gets complete, you will be called Friday night to let you know. If you do not hear any word, please come Saturday morning to clean.

Saturday, March 17 workers: This will be the final clean prior to our first Sunday; this is on unless the Lord Jesus comes back first.

Attitude: Like the move, there will be a lot of people helping. Please come with a heart ready to work cooperatively with your brothers and sisters. Also, please come with a "whatever I can do" attitude. If we all want to do the same job, we won't accomplish all that needs to be done. Let's worship God in how we work together.

Joyful in the service,
Pastor Brian